



**~~SPECIAL AND~~ REGULAR MEETING
BOARD OF DIRECTORS OF THE
MIDPENINSULA REGIONAL OPEN SPACE DISTRICT**

Wednesday, November 8, 2023

**Special Meeting starts at 5:30 PM
Regular Meeting starts at 7:00 PM***

REVISED A G E N D A

Midpeninsula Regional Open Space District Board meetings are held in person at the District's Administrative Office, and by teleconference pursuant to Government Code Section 54953. Members of the public can attend and participate in the meeting using the following methods:

- 1. In-person at the Midpen Administrative Office – 5050 El Camino Real, Los Altos, CA 94022.*
- 2. Viewing the meeting in real-time at <https://openspace.zoom.us/j/84317021984> or listening to the meeting by dialing (669) 900-6833 or (346) 248-7799 (Meeting ID 843 1702 1984).*

Members of the public may submit written comments to be provided to the Board, or register to make oral comments, as follows:

- Written comments may be submitted via the public comment form at: <https://www.openspace.org/public-comment>.*
- Requests to provide oral comment must be submitted prior to the time public comment on the agenda item is closed. Requests to provide oral comments may be made by:*
 - Submitting a request through the public comment form at: <https://www.openspace.org/public-comment> for those attending via Zoom.*
 - Submitting a request via the paper-based public comment form at the meeting for those attending in-person.*
- Any comments received after the deadline will be provided to the Board after the meeting.*

~~5:30 SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT~~

~~ROLL CALL~~

- ~~—1. Highway 35 Multi-use Trail Crossing and Parking Feasibility Study at Purisima Creek Redwoods Open Space Preserve (R-23-137)~~**

~~Staff Contact: Brittany Wheatman, AICP, Planner II, Planning Department~~

~~General Manager's Recommendation: Accept conceptual parking design Option A.2 (upper and lower parking area expansion with two-way circulation and the associated multi-use trail crossing location and design) as the project description and scope to initiate environmental~~

ADJOURNMENT

7:00 REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

ORAL COMMUNICATIONS

This portion of the agenda is for members of the public to comment on items not on the agenda; however, the Brown Act (Open Meeting Law) does not allow action by the Board of Directors on items not on the agenda. Individuals are limited to one comment during this section.

ADOPTION OF AGENDA

SPECIAL ORDERS OF THE DAY

Introduction of Staff

- Gregoria Barrera, Accountant I

CONSENT CALENDAR

All items on the Consent Calendar may be approved without discussion by one motion. Board members, the General Manager, and members of the public may request that an item be removed from the Consent Calendar during consideration of the Consent Calendar.

- 1. Approve the October 11, 2023 meeting minutes**
- 2. Claims Report**
- 3. Quarter 1 Proposed Budget Amendments for the Fiscal Year ending June 30, 2024 (R-23-132)**

Staff Contact: Rafaela Ocegüera, Budget & Finance Manager, Budget and Finance Department

General Manager's Recommendation: Adopt a resolution approving the proposed quarter 1 budget amendments for the fiscal year ending June 30, 2024.

- 4. Annual Dedication Report of Certain Lands of the Midpeninsula Regional Open Space District (R-23-133)**

Staff Contact: Aaron Peth, Real Property Planner, Real Property Department

General Manager's Recommendation: Accept the annual report on the status of dedicated interests in lands of the Midpeninsula Regional Open Space District held for public open space purposes.

BOARD BUSINESS

Public comment on agenda items at the time each item is considered by the Board of Directors.

- 5. Highway 35 Multi-use Trail Crossing and Parking Feasibility Study at Purisima Creek Redwoods Open Space Preserve (R-23-137)**

Staff Contact: Brittany Wheatman, AICP, Planner II, Planning Department

General Manager's Recommendation: Accept conceptual parking design Option A.2 (upper

and lower parking area expansion with two-way circulation and the associated multi-use trail crossing location and design) as the project description and scope to initiate environmental review under the California Environmental Quality Act for the Highway 35 Multi-use Trail Crossing and Parking Project.

6.5. Carpool Pilot Program at Rancho San Antonio Open Space Preserve (R-23-138)

Staff Contact: Susanna Chan, Assistant General Manager, General Manager's Office

General Manager's Recommendations:

1. Conclude the carpool pilot program as the pilot program has reached its project objectives.
2. Direct the General Manager to add a new project to the upcoming fiscal year to evaluate long-term carpool program implementation options based on lessons learned from the pilot program.

7.6. Approval of Salary Adjustments and Amended Classification and Compensation Plan for Board Appointee Controller (R-23-134)

Staff Contact: Candice Basnight, Human Resources Manager

Board Appointee Evaluation Committee's Recommendation: As a result of the Board of Director's (Board) evaluation of the performance of the Midpeninsula Regional Open Space District's (District) Board Appointees for Fiscal Year 2022-23 (FY23), the Board Appointee Evaluation Committee recommends the following compensation adjustments for the Controller for FY24: Adjust the Controller's base salary upward to \$52,760, plus a one-time merit pay bonus of \$1,583.

The Board Appointee Evaluation Committee recommends the adoption of a resolution approving the salary adjustments. The Board Appointee salary changes will be adopted through the Board approved Classification and Compensation Plan.

8.7. Approval of Salary Adjustments and Classification and Compensation Plan for Board Appointee General Counsel (R-23-135)

Staff Contact: Candice Basnight, Human Resources Manager

Board Appointee Evaluation Committee's Recommendation: As a result of the Board of Director's (Board) evaluation of the performance of the Midpeninsula Regional Open Space District's (District) Board Appointees for Fiscal Year 2022-23 (FY23), the Board Appointee Evaluation Committee recommends the following compensation adjustments for the General Counsel for FY24: Adjust the General Counsel's base salary upward to \$274,070, plus a one-time merit pay bonus of \$13,704.

The Board Appointee Evaluation Committee recommends the adoption of a resolution approving the salary adjustments. The Board Appointee salary changes will be adopted through the Board approved Classification and Compensation Plan.

9.8. Approval of Salary Adjustments and Amended Classification and Compensation Plan for Board Appointee General Manager (R-23-136)

Staff Contact: Candice Basnight, Human Resources Manager

Board Appointee Evaluation Committee's Recommendation: As a result of the Board of Director's (Board) evaluation of the performance of the Midpeninsula Regional Open Space District's (District) Board Appointees for Fiscal Year 2022-23 (FY23), the Board

Appointee Evaluation Committee recommends the following compensation adjustments for the General Manager for FY24: Adjust the General Manager's base salary upward to \$306,351, plus a one-time merit pay bonus of \$15,318.

The Board Appointee Evaluation Committee recommends the adoption of a resolution approving the salary adjustments. The Board Appointee salary changes will be adopted through the Board approved Classification and Compensation Plan.

INFORMATIONAL REPORTS – Reports on compensable meetings attended. Brief reports or announcements concerning activities of District Directors and staff; opportunity to refer public or Board questions to staff for information; request staff to report to the Board on a matter at a future meeting; or direct staff to place a matter on a future agenda. Items in this category are for discussion and direction to staff only. No final policy action will be taken by the Board.

- A. Committee Reports
- B. Staff Reports
- C. Director Reports

ADJOURNMENT

**Times are estimated and items may appear earlier or later than listed. Agenda is subject to change of order.*

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the District Clerk at (650) 691-1200. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

Written materials relating to an item on this Agenda that are considered to be a public record and are distributed to Board members less than 72 hours prior to the meeting, will be available for public inspection at the District's Administrative Office located at 5050 El Camino Real, Los Altos, California 94022.

CERTIFICATION OF POSTING OF AGENDA

I, Maria Soria, District Clerk for the Midpeninsula Regional Open Space District (MROSD), declare that the foregoing agenda for the regular meetings of the MROSD Board of Directors was posted and available for review on November 2, 2023, at the Administrative Offices of MROSD, 5050 El Camino Real, Los Altos, California, 94022. The agenda and any additional written materials are also available on the District's website at <http://www.openspace.org>.



Maria Soria, MMC, CPMC
District Clerk





SPECIAL AND REGULAR MEETING

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

Wednesday, October 11, 2023

*The Board of Directors conducted this meeting in accordance with
California Government Code section 54953.*

DRAFT MINUTES

**SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA
REGIONAL OPEN SPACE DISTRICT – STUDY SESSION**

President Kishimoto called the special meeting of the Midpeninsula Regional Open Space District to order at 5:30 p.m.

ROLL CALL

Members Present: Jed Cyr, Craig Gleason, Karen Holman, Zoe Kersteen-Tucker, Yoriko Kishimoto, Margaret MacNiven, and Curt Riffle

Members Absent: None

Staff Present: General Manager Ana Ruiz, General Counsel Hilary Stevenson, Assistant General Manager Susanna Chan, Chief Financial Officer/Director of Administrative Services Stefan Jaskulak, District Clerk/Assistant to the General Manager Maria Soria, Executive Assistant/Deputy District Clerk Loana Lumina-Hsu, Executive Assistant/Deputy District Clerk Shaylynn Nelson, Planning Manager Jane Mark, Planner III Galli Basson, Natural Resources Manager Kirk Lenington, Land & Facilities Manager Brandon Stewart

President Kishimoto announced this meeting is being held in accordance with Government Code section 54953. 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.

1. SKYLINE FIELD OFFICE NEEDS ASSESSMENT REPORT (R-23-117)

Land & Facilities Manager Brandon Stewart provided context for the importance of the Skyline Field Office remodel project to the District's Land & Facility Department, especially since the department has grown significantly since its inception, and will continue to grow to meet

demands. He spoke about three key growth drivers for the next few years that are influencing the need for an updated facility: the adoption and expansion of the Wildland Fire Resiliency Program, Climate Change, and fleet electrification.

Planner III Galli Basson presented the Skyline Field Office (SFO) Needs Assessment Report, emphasizing the anticipated growth in acreage and facilities within the Skyline corridor. Ms. Basson highlighted that the existing SFO is unable to support additional growth given limitations in its current capacity and infrastructure. The assessment relied on staff interviews, online surveys, and site tours to understand conditions and operational requirements. Ms. Basson reviewed the proposed improvements to the SFO, drawing attention to the Foothills Field Office (FFO) as an example of recommended enhancements.

Mr. Stewart stated that both the FFO and the South Area Office (SAO) staff all have the same start time. The synchronized schedule provides supervisors with the flexibility to seamlessly redistribute personnel in response to unforeseen circumstances, such as sick calls or vacations. The ability to function as one unit enhances adaptability to daily or weekly needs. Moreover, the synchronized start facilitates real-time communication, allowing for immediate knowledge sharing. In contrast, at the SFO with three different shifts starting at various times, coordination requires schedule adjustments, adding complexity for supervisors. Staggered shifts are necessary at the SFO due to the limited physical space to host all SFO employees at the same time.

Director Riffle proposed adding another project goal to the list, emphasizing the importance of time and expediency. Recognizing a decade-long delay for the project, he stressed the need for expediency, suggesting even a phased approach to move forward swiftly.

Director Holman stated more exploration is needed to determine which facilities should be separated from the rest and for staff privacy and break time. She noted that the stable at SFO has a second story with around 700 square feet that should be explored for use. Furthermore, she expressed a desire to assess existing structures, consider what can be changed, relocated, retained, or rebuilt to maximize efficiency and enhance the site's uniqueness, making it more facilitative for staff.

Ms. Ruiz commented on the two potential pathways for the project that are described in the staff report, stating that considering Board interest in efficiencies, studying both options will take additional time. She emphasized the challenge of exploring various approaches, highlighting the likelihood of being unable to meet all needs by adapting existing structures, which would potentially lead to the need for satellite workspace/storage areas.

Director Holman commented that speed may not always lead to the best approach, while acknowledging the project's need. She expressed a preference for an expedient yet thoughtful approach.

President Kishimoto suggested that one option for the Board to consider is forming an ad hoc committee if there is enough project complexity and overall interest amongst the Board.

Director Kersteen-Tucker inquired if the Board chooses to study both options simultaneously, would the scope of work for the assessment include an evaluation of which option most effectively meet the projects goals, and include a timeline for meeting the goals, and cost.

Ms. Basson confirmed the scope of work will include all three items.

Director Holman commented on the 27-year-old office building, expressing concern about the idea of removing the structure. She stressed the importance of a creative yet informed approach that caters to staff needs and their fieldwork. She advocated for pursuing both avenues for a well-informed decision.

Director Gleason suggested adding to the project goals the desire to have simultaneous shifts.

Director MacNiven stated that it would be best for staff to have a better layout and noted that a new building would be the most efficient in terms of climate and fossil fuel usage due to the advancements in utility and energy efficiency over the past 27 years. She proposed displaying relics, including the chicken coop at the facility. She also stressed the importance of maintaining a low-key entrance if situated on the scenic corridor.

Director Holman suggested adding to the project goals list enhanced cellular service.

Director Holman noted that there are two project pathways ahead and suggested a blending of the two options, highlighting that the existing building is only 27 years old and seems adequate. Director Holman proposed allowing experts to decide whether to reuse, relocate, or build something new.

Director Kersteen-Tucker expressed her strong support for redeveloping the site. She proposed the formation of an ad hoc committee to guide the process. She suggested that some historic elements could be left or highlighted at the existing site without stalling the project. In terms of the project goals, she expressed agreement with Director Gleason's addition and emphasized the importance of making the project as expeditious as possible.

Director Holman emphasized it would be best to blend both recommendations and suggested that it wouldn't necessarily take longer for the designers to decide which buildings stay or go as part of the site design process.

President Kishimoto suggested that the recommendation could convey redevelopment without explicitly mentioning demolition.

Director Gleason supported adding Goal 7 to enhance workplace interactions and efficiencies and allow for standard work start times and space for large staff gatherings/meetings. Also, to add "including back-up power and cell service" to project Goal number 2.

Director Gleason commented that it seems that the Board favors moving forward quickly with a decisive action. However, he also expressed support for a hybrid approach, with a desire to do a major redevelopment while identifying pieces worth keeping or reusing.

President Kishimoto suggested adding to the project goals: staff recruitment and retention; support of the Wildland Fire Resiliency Program.

President Kishimoto commented that the consensus she hears from the Board is to allow a holistic redevelopment of the site without necessarily mandating the demolition of all buildings.

Director Kersteen-Tucker suggested modifying the board report language to remove the phrase "demolish all buildings" and starting with "reorganizing or rebuilding the site and facilities to maximize efficiency." This adjustment would leave the option open for effectively repurposing existing facilities if deemed feasible.

Director Cyr expressed the need for a blended approach, emphasizing flexibility as a key factor. He highlighted the importance of designing for adaptability, considering the uncertainties and challenges that may arise over the next 10 to 20 years.

Director Riffle inquired about the trail that goes through the site and whether there are considerations for rerouting it. He suggested that separating public use from District operations might be beneficial and should be factored into the site design.

Director Riffle expressed alignment with Director Kersteen-Tucker's perspective, emphasizing a desire to provide the designers with a blank slate and allowing them to decide whether demolition is necessary to meet the project goals or if something can be saved or repurposed.

Director Riffle suggested that instead of the Board creating an ad hoc committee, it would be preferable for staff to propose one only if they think it would expedite the process.

President Kishimoto suggested that the ad hoc committee could also help consolidate and confirm the project goals and bring them back to the Board on the consent calendar.

The Directors discussed and added Goal 10 to the project goals to incorporate "time and cost efficiency."

The Directors discussed the wording of the Proposed Scope of Work for Feasibility Analysis under the topic of Redevelopment of the Site and proposed to delete the first sentence "*Demolish all the buildings and reorganize and rebuild the site and facilities to*" and start the sentence as "*Maximize efficiency of the available buildable land and to locate as many of the uses at the existing site as possible to centralize ranger and maintenance needs.*" The Board agreed on the proposed change.

President Kishimoto asked if the Board would like to defer to staff on the appropriate time to form an ad hoc committee.

Ms. Ruiz stated that staff will consider the best time to form an ad hoc committee, which may be during the feasibility phase when preliminary cost estimates are being developed.

Public comment opened at 7:01 p.m.

District Clerk/Assistant to the General Manager Maria Soria reported no public comments were submitted for this item.

Public comment closed at 7:01 p.m.

President Kishimoto stated that the Board is supportive of staff returning to the Board when the timing is right to form an ad hoc committee.

Motion: Director Kersteen-Tucker moved, and Director Riffle seconded the motion to approve Amended Project Goals 1 through 11 with the following additions:

Amend Project Goal #2 to include: *(including back-up power and cell service.)*

Add Project Goal # 7: *Enhance workplace interactions and efficiencies and allow for standard work start times and space for large staff gatherings/meetings.*

Add Project Goal #8: *Create a workplace environment that attracts and retains staff.*

Add Project Goal #9: *Incorporate fire resiliency goals into the design and construction.*

Add Project Goal # 10: *Time and cost efficiency.*

Add Project Goal #11: *Maximize efficiency of the available buildable land and locate as many of the uses at the existing site as possible to centralize ranger and maintenance needs.*

In addition amended the proposed project scope of work under the *Redevelopment of the Site*: To delete the first sentence of the paragraph “*Demolish all the buildings and reorganize and rebuild the site and facilities to*” and start the sentence with “*Maximize efficiency of the available buildable land and to locate as many of the uses at the existing site as possible to centralize ranger and maintenance needs.*”

ROLL CALL VOTE: 7-0-0

ADJOURNMENT

President Kishimoto adjourned the special meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 7:03 p.m.

REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

President Kishimoto called the regular meeting of the Midpeninsula Regional Open Space District to order at 7:12 p.m.

ROLL CALL

Members Present: Jed Cyr, Craig Gleason, Karen Holman, Zoe Kersteen-Tucker, Yoriko Kishimoto, Margaret MacNiven, and Curt Riffle

Members Absent: None

Staff Present: General Manager Ana Ruiz, General Counsel Hilary Stevenson, Assistant General Manager Susanna Chan, Chief Financial Officer/Director of Administrative Services Stefan Jaskulak, District Clerk/Assistant to the General Manager Maria Soria Executive Assistant/Deputy District Clerk Loana Lumina-Hsu, Executive Assistant/Deputy District Clerk Shaylynn Nelson, Natural Resources Manager Kirk Lenington, Human Resources Manager Candice Basnight, Diversity, Equity and Inclusion Specialist Katie Gilmur, and Senior Resource Management Specialist Coty Sifuentes-Winter

President Kishimoto announced this meeting is being held in accordance with Government Code section 54953. 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.

REPORT OUT OF CLOSED SESSION

General Counsel Hilary Stevenson reported the Board met in closed session on September 25, 2023 and no reportable action was taken.

ORAL COMMUNICATIONS

Public comment opened at 7:13 p.m.

Ms. Soria reported there were no public speakers for this item.

Public comment closed at 7:13 p.m.

ADOPTION OF AGENDA

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

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

SPECIAL ORDERS OF THE DAY

Introduction of Staff

- William Halleck, Field Resource Specialist
- Matthew Shapero, Resource Management Specialist III
- Miranda Shum, Finance Supervisor
- Shaylynn Nelson, Executive Assistant/Deputy District Clerk

CONSENT CALENDAR

Director MacNiven spoke on Agenda Item #3 and thanked staff for progressing with the newt project and despite its high cost, believes the project will be worthwhile. In addition, she spoke about Agenda Item #9, commending both the rangers and staff for reaching a four-year contract. She expressed gratitude for their efforts and perseverance.

Director Riffle spoke on Agenda Item # 9 and complimented everyone involved for the approval of the Memorandum of Understanding (MOU) between the Midpeninsula Regional Open Space District and Midpeninsula Rangers Peace Officers Association (MRPOA).

Director Kersteen-Tucker spoke on Agenda Item #9, expressing gratitude and adding appreciation for the Rangers' commitment and creativity during the negotiation process.

Director Holman supported the comments on Agenda Item #9. Additionally, echoed Director MacNiven's remarks about the progress of the newts project.

Public comment opened at 7:29 p.m.

Merav Vonshak spoke on Agenda Item #3. She is the Volunteer Manager of the Newt Patrol Community Science Group. She expressed hope that the Newt Crossing Project will make a

significant impact in saving newts and urged the Board to approve Phase I and to move to Phase II of the project.

Dashiell Leeds, the Conservation Coordinator for the Sierra Club Loma Prieta Chapter, spoke on behalf of Shani Kleinhaus from the Santa Clara Valley Audubon Society to express strong support for Agenda Item #3. Both organizations endorse the General Manager's recommendation, and extend sincere gratitude to staff, consultants, and volunteers, including Ms. Vonshak, who has worked tirelessly on this important issue.

Alexander Hapke, President of the MRPOA, spoke on Agenda Item #9. He expressed the MRPOA's support for Board approval of this MOU and shared his appreciation for the effort invested by both negotiating teams.

Public comment closed at 7:33 p.m.

President Kishimoto spoke on Agenda Item #9 and that the MOU is a breakthrough agreement, and complimented all parties involved. Additionally, she spoke on Agenda Item #3, expressing satisfaction that the newt project is progressing in the right direction and fully supportive of item moving forward.

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

ROLL CALL VOTE: 7-0-0

- 1. Approve the August 9, 2023, August 23, 2023, and September 12, 2023 meeting minutes**
- 2. Approve Claims Report**
- 3. Actions Related to the Alma Bridge Road Newt Passage Project (R-23-109)**

General Manager's Recommendation:

1. Accept the final Alternatives Analysis and Basis of Design Report for the Alma Bridge Road Newt Passage Project.
2. Authorize the General Manager to amend the Cooperative Agreement with the County of Santa Clara to include Phase II of the project and proceed with environmental studies and clearance, 65% design and regulatory permitting.
3. Authorize the General Manager to amend the contract with AECOM Technical Services, Inc., of Oakland, California to provide Phase II services, increasing the base amount by \$2,884,238 to bring the total not-to-exceed base contract amount to \$3,202,496.
4. Authorize unused allowance and contingency funds from Phase I in the amount of \$74,703 be used as Phase II contingency in the AECOM contract to cover unanticipated tasks that may be deemed necessary, for a total not-to-exceed contract amount of \$3,277,199.
5. Adopt a Resolution authorizing the General Manager to apply for \$2,120,000 in funding from the Wildlife Conservation Board, and if awarded, authorize the General Manager to enter into a grant funding agreement to support Phase II of the Alma Bridge Road Newt Passage Project.

4. Award of Contract to Ecological Concerns for Alpine (Road) Trail Plant Installation & Maintenance (R-23-110)General Manager's Recommendations:

1. Authorize the General Manager to execute a one-year term contract with Ecological Concerns of Santa Cruz, in the amount of \$191,460 for plant installation and maintenance to address permit conditions for the Alpine (Road) Regional Trail Improvement Project.
2. Authorize the General Manager to extend the contract for up to four additional one-year terms and amend the scope of work to cover future plant installation and maintenance services to ensure complete satisfaction of the permit conditions, for a base not-to-exceed contract amount of \$610,814 over the five-year term, based on contractor performance.
3. Authorize a 10% contingency of \$61,081 over the five-year term to address unforeseen issues, for a total not-to-exceed contract amount of \$671,895 over the five-year term.

5. Award of Contract with Timothy C. Best, CEG for Trail Design, Permitting and Construction Administration Services for the Purisima-to-the-Sea Trail in Purisima Creek Redwoods Open Space Preserve (R-23-111)General Manager's Recommendations:

1. Authorize the General Manager to enter into a multi-year professional services contract with Timothy C. Best, CEG to complete design, engineering, permitting, and construction administration services for the multi-use Purisima-to-the-Sea Trail project, for a base contract amount not-to-exceed \$102,540.
2. Authorize a 15% contingency of \$15,381 to be reserved for unanticipated issues, bringing the total not-to-exceed amount to \$117,921.

6. Award of Contract for Design and Engineering Services for the Purisima-to-the-Sea Parking Area Project (R-23-112)General Manager's Recommendations:

1. Award a contract to CSW/ST2 of Redwood City, California, to complete the design, engineering, permitting, and construction administration for the Purisima-to-the-Sea Parking Area Project for a not-to-exceed base contract amount of \$356,913.
2. Authorize a 15% contingency of \$53,537 to cover unforeseen tasks beyond the current scope.
3. Authorize a separate contract allowance of \$40,000 for additional traffic design, engineering, and permitting support to avoid potential implementation delays, if needed, bringing the total not-to-exceed contract amount to \$450,450.

7. Contract Amendment with Questa Engineering for Expanded Construction Administration Services for the Bear Creek Redwoods Phase II Trails Project at Bear Creek Redwoods Open Space Preserve (R-23-113)

General Manager's Recommendations: Authorize the General Manager to amend the existing contract with Questa Engineering to increase the compensation by \$60,000, bringing the total not-to-exceed contract amount to \$796,460, to complete construction administration and biological monitoring for the Bear Creek Redwoods Phase II Trails Project.

8. Addition of Post-tax Contribution Option ("Roth") to the Midpeninsula Regional Open Space District's IRS Section 457 Deferred Compensation Plans (R-23-114)

General Manager's Recommendations: Adopt a Resolution authorizing the addition of a post-tax contribution option (Roth) to the Midpeninsula Regional Open Space District's IRS Section 457 deferred compensation plans and affirm the General Manager's authority to approve administrative changes to the District's IRS Section 457 deferred compensation plans on behalf of the District.

9. Approval of a Memorandum of Understanding between the Midpeninsula Regional Open Space District and Midpeninsula Rangers Peace Officers Association (R-23-115)

General Manager's Recommendations: Adopt a resolution approving the Memorandum of Understanding with the Midpeninsula Rangers Peace Officers Association, for a term of July 1, 2023, through June 30, 2027, and adopting the corresponding changes to the Classification and Compensation Plan.

BOARD BUSINESS

10. Preliminary Report on the Financial and Operational Sustainability Model (FOSM) Refresh (R-23-116)

Chief Financial Officer/Director of Administrative Services Stefan Jaskulak introduced Managing Partner Nancy Hetrick and Managing Director Andy Belknap from Baker Tilly who are working on the FOSM refresh. The presentation focused on the steps the consultants took to learn the current status of the District, their findings, and preliminary recommendations.

Director Riffle inquired whether the assessment looked at the Board's function and role and if there are any suggested changes or areas for improvement.

Mr. Belknap responded that they will be commenting on the Board's role, noting that there isn't any significant dysfunction in terms of governance. One area they may touch on is the organization's ability to operate with less regulation from the counties. The District may have the ability to streamline processes by using blanket permits.

Ms. Hetrick stated that they will also address the importance of clear roles between the Board and the organization, emphasizing the need for a distinction.

Director Riffle expressed interest in any feedback on the Board's planning process in their recommendations, noting that the current process may need some adjustments.

Ms. Hetrick stated that the Board's planning process was not initially included in their scope, but they will take a look at it and see where they can provide some guidance.

Director Kersteen-Tucker expressed satisfaction with the shift toward a rural and urban focus. Reflecting on the development of the Agricultural Policy, she contemplated the need for a more centralized approach in working with the agricultural community and managing land holdings with agriculture. Additionally, she emphasized the importance of becoming allies with coastal communities as more lands are opened. Managing increased visitors with surrounding limited transportation infrastructure will require thoughtful collaboration with local communities. Lastly, she highlighted the need to enhance messaging around agriculture, emphasizing its environmental benefits and contribution to local food systems, suggesting a more comprehensive approach to public communication.

Director Holman suggested linking recommendations to specific areas outlined in the FOSM refresh scope of work. This will allow for easy tracking and ensure that all aspects covered in the scope of work are adequately addressed in the recommendations. She also raised a question about the recommendation related to Human Resources being a greater partner and strategic resource for departments. While expressing no issue with the suggestion, she sought clarification on how this recommendation aligns with the points outlined in the FOSM refresh scope of work. Director Holman requested a definition of "urban facing" or suggested finding a different term. In addition, she requested an organizational chart that includes the Board. She requested clarity on the section related to *increase community engagement*. She requested that in the November presentation, details be provided on how the recommendations will be funded and whether adequate funding is available. Lastly, she pointed out the fourth bullet under preliminary recommendations, emphasizing that the need to address staffing gaps in facilities within field operations should be further elaborated in the final report.

President Kishimoto expressed her concern about the challenge of managing a geographically sprawling organization. She highlighted existing challenges related to coordination and communication and is seeking more discussion and strategies for building stronger communication and organizational culture at the November meeting.

President Kishimoto stated that there is a request for a copy of the PowerPoint slides to be provided to the Board.

Public comment opened at 8:49 p.m.

Ms. Soria reported there were no public speakers for this item.

Public comment closed at 8:49 p.m.

President Kishimoto called for a recess at 8:50 p.m.

President Kishimoto resumed the meeting at 8:53 p.m. All Board Directors present.

11. Award of Contract for Services to Further Diversity, Equity and Inclusion Goals, including Preparation of a Baseline Assessment, Action Plan, Staff Training, and External Reporting (R-23-118)

Diversity, Equity and Inclusion Specialist Katie Gilmur provided the staff presentation for the award of contract to ReadySet for services to further Diversity, Equity and Inclusion (DEI) goals. Ms. Gilmur highlighted the importance of DEI for serving diverse communities, improving organizational performance, fostering creativity, attracting diverse staff, and ensuring equitable outdoor access. She provided a historical overview, noting the adoption of diversity goals in the 2011 strategic plan, discussions at a 2015 Board Retreat, and the formal adoption of a DEI policy in 2016.

Director Riffle acknowledged the progress made so far and raised concerns about bringing in an organization that may suggest a complete overhaul, as he has experienced in a past organization, and inquired about the readiness of the team, about potential recommendations and their impact.

Ms. Gilmur expressed confidence in the strong foundation of the District and highlighted her personal background, particularly in tech conducting internal organizational assessments. She emphasized the value of such assessments for obtaining measurable data and views the assessment as something positive for the District.

Human Resources Manager Candice Basnight explained that their focus was on choosing a firm that not only could fulfill the work requirements but also capture data for measurable outcomes. Understanding the District's unique identity and ensuring that the consultant aligns with our values and objectives were deemed crucial in the selection process.

Ms. Ruiz highlighted her commitment to following the DEI assessment carefully and working closely with the consultant. She emphasized the importance of ensuring that the assessments, findings, and recommendations align with the District's values while also celebrating what the District has done so far.

Public comment opened at 9:18 p.m.

Ms. Soria stated there are no public comments.

Public comment closed at 9:18 p.m.

Motion: Director Riffle moved, and Director Kersteen-Tucker seconded the motion to:

1. Authorize the General Manager to enter into a contract with ReadySet of Oakland, CA for a base amount of \$156,125.
2. Authorize an allowance of \$75,000 specifically for DEI training services, for a total contract of \$231,125.
3. Authorize a 15% contingency of \$34,669 to cover unforeseen tasks beyond the current scope for a total not to exceed contract amount of \$265,794.

ROLL CALL VOTE: 7-0-0

INFORMATIONAL REPORTS

A. Committee Reports

Director Cyr provided an update of the September 19, 2023 Planning and Natural Resources Committee meeting regarding the review of the existing conditions, site opportunity and constraints analysis and conceptual design alternatives for the proposed Bear Creek Redwoods North Parking Area.

B. Staff Reports

General Manager Ana Ruiz reported the District had a great gathering with Peninsula Open Space Trust (POST). POST hosted the event with 30 to 40 District staff and a sizable group from POST. It was an excellent opportunity for both organizations to connect, discuss their work, explore ongoing partnerships, and consider future opportunities. The District will be hosting POST in the near future.

C. Director Reports

Director Riffle reported he attended the September 24, Green Foothills Nature's Inspiration event at Sanborn Park, and it was a nice send off for outgoing Executive Director, Megan Fluke and a welcoming of Julie Hutcheson, the new Executive Director. He expressed appreciation for the send-off for Mike Williams, thanking Assistant General Manager Susanna Chan and all involved and appreciated seeing retirees and former staff. Lastly, he extended gratitude to Human Resources Manager Candace Basnight and Human Resources Supervisor Rebecca Wolfe for their assistance with the BAE Committee.

Director Holman echoed appreciation for Mike Williams' retirement event, thanked Ms. Chan and all who organized the function. She reported that she attended the October 6, Sierra Club Guardians of Nature Award Ceremony where Florence LaRiviere was honored for her impressive contributions. She also attended the October 6, San Francisco Bay Restoration Authority walking tour with other community-based organizations, the public and non-profits to learn about projects in the West Bay.

Director Kersteen-Tucker thanked Ms. Chan and Ms. Basson for the tour of the Skyline Field Office.

Director Gleason reported he too attended the September 24, Green Foothills Nature's Inspiration and had the opportunity to meet Lenny Roberts and Alice Kaufman. He expressed that Mike Williams' retirement was a fantastic, well attended event. He met with staff on October 3 with Ms. Chan who presented the Trailer Explorer Dashboard to him and Director Cyr, which will be an upcoming tool for trail users.

Director Cyr reported he attended the October 3 Trailer Explorer Dashboard meeting with District staff, and that the intent is to release this dashboard on November 15, which is IT Day. He expressed his gratitude to staff for the tremendous effort put into this dashboard and stated that it will be a tremendous value to the public.

Director MacNiven reported that she attended the September 24, Green Foothills Nature's Inspiration event, the October 6, Sierra Club Guardians of Nature award ceremony, and a Farm Bureau meeting in which she represented the District.

President Kishimoto reported that she will be attending a meeting next week with CALAFCo where she will be on a panel for the fire service study.

ADJOURNMENT

President Kishimoto adjourned the regular meeting of the Board of Directors of the Midpeninsula Regional Open Space District meeting at 9:29 p.m.

Maria Soria, MMC
District Clerk

**MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
CLAIMS REPORT
MEETING # 23-32**

MEETING DATE: November 08, 2023

*Electronic funds transfer (EFT) for accounts payable
disbursements to reduce check printing and mailing, increase
payment security, and ensure quicker receipt by vendors*

Fiscal Year 22-23 EFT: 59.72%

Fiscal Year 23-24 EFT: 60.77%

Payment Number	Payment Type	Payment Date	Notes	Vendor Name/Number	Blank	Invoice Description	Blank2	Payment Amount
7751	T - EFT	10/27/2023		10343 - Granite Rock Company		Construction Lower Alpine Retaining Wall		579,284.00
7750	T - EFT	10/27/2023		15040 - Gordon N. Ball, Inc.		BCR Phase II Trails Project		515,802.50
7771	T - EFT	10/27/2023		15064 - Salinas Valley Barbwire		Elkus Lobitos & Lone Madrone Pasture Riparian Fence Projects		338,741.00
7712	T - EFT	10/16/2023		11898 - Bay Area Tree Specialists		FFO/SFO Wildland fuel reduction and tree maintenance		120,100.00
7730	P - Printed	10/27/2023		12191 - SAE Consulting Engineering		LHC White Barn Structure Stabilizatn Project 9/18-9/30/23		80,402.30
7763	T - EFT	10/27/2023		10227 - Peninsula Open Space Trust		Funding to POST for SCMSN "State of the Trails"		50,000.00
7735	T - EFT	10/27/2023		11470 - Aecom Technical Services Inc		Hwy17 Wildlife,Reg Trail Cross & Connect 8/26-9/22/23		35,161.25
7737	T - EFT	10/27/2023		11148 - Balance Hydrologics, Inc		Pescadero & San Gregorio Sediment TMDL Implem. 8/1-9/30/23		33,116.48
7754	T - EFT	10/27/2023		11492 - Hawk Design & Consulting		Sierra Azul Ranger Housing 6/20/23-8/30/23		30,680.00
7768	T - EFT	10/27/2023		11241 - Questa Engineering Corp.		Construction Engineering & Biomonitoring BCR Phase II 08/01-09/15		23,006.44
7742	T - EFT	10/27/2023		11318 - Confluence Restoration		Alma Culturl Landsape Plant Instal & Maint Sept 23		22,760.50
7729	P - Printed	10/27/2023		15059 - Robert Half International, Inc		Acctg Temp & L& F Admin Temp 9/1/23 - 9/29/23		22,105.50
7746	T - EFT	10/27/2023		10032 - Del Rey Building Maintenance		AO/FFO/SAO/SFO Oct 2023 Janitorial Service		13,219.82
7778	T - EFT	10/27/2023		10216 - Valley Oil Company		Fuel for district vehicles		11,657.48
7741	T - EFT	10/27/2023		11391 - Chavan & Associates, LLP		Annual Fiscal Audit for FY23		11,650.00
7748	T - EFT	10/27/2023		10546 - Ecological Concerns, Inc.		Plant Install & Maint. Multi Mitigate Site Sep 2023		7,197.00
7726	P - Printed	10/27/2023		11924 - Nomad Ecology		SC Kangaroo Rat Hab Assess & TH Botanical Srvy Aug 23		6,674.98
7725	P - Printed	10/27/2023		12223 - MacKay & Soms Civil Engineers		BCR North Parking Area Consulting 8/14/23-9/10/23		6,496.00
7777	T - EFT	10/27/2023		10146 - Tires On The Go		Tires for P106, M233, P007, P110, P94, T62		5,000.52
7715	P - Printed	10/27/2023		11863 - ALBION ENVIRONMENTAL INC		BCR Landfill Characteriz & Remediation Sept 2023		4,956.28
7724	P - Printed	10/27/2023		11664 - LSQ Funding Group, L.C.		Admin Supprt Distrt Depts&Reception ppe 10/01/23, 10/08/23		4,611.25
7744	T - EFT	10/27/2023		15028 - CPS HR Consulting		Recruitment Exec Admin Assist/Deputy, Dist Clerk		4,000.00
7776	T - EFT	10/27/2023		10435 - The Ferguson Group LLC		Legislative Consulting and Lobbying Services Sep 2023		3,333.33
7765	T - EFT	10/27/2023		10212 - Pinnacle Towers LLC		Skeggs radio tower lease November 2023		2,921.63
7719	P - Printed	10/27/2023		12014 - ECAST Engineering Inc.		FFO Sewer repair		2,840.00
7775	T - EFT	10/27/2023		10143 - Summit Uniforms, LLC		Uniforms for L&F staff, rangers, and body armor (Perez)		2,798.92
7740	T - EFT	10/27/2023		10616 - BKF Engineers		NE Trailhead Crossing Proj July 2023		2,778.00
7721	P - Printed	10/27/2023		12160 - H & E Equipment Services		La Honda -Equipment Rental, Excavator w/bucket		2,695.99
7738	T - EFT	10/27/2023		12131 - Bay Area Older Adults, Inc.		Senior Hiking Program		2,500.00
7769	T - EFT	10/27/2023		12031 - Ray & Jan's Mobile Truck Service		P123 Repairs, BIT Inspections (17) Vehicles		2,136.38
7749	T - EFT	10/27/2023		11151 - Fastenal Company		FFO - Personal Protection Equip		2,095.18
7762	T - EFT	10/27/2023		10641 - Overlook Road Maintenance Assn		ES - Annual Road Maintenance Dues		1,949.00
7772	T - EFT	10/27/2023		10136 - San Jose Water Company		BCR, SAO Water Service 08/04/23 - 10/04/23		1,754.66
7732	P - Printed	10/27/2023		10403 - United Site Services Inc		FOOSP & SA-KenRd Portable Restroom Rental		1,663.67
7718	P - Printed	10/27/2023		11420 - Doug Edwards		Reimburse for loss to predation one calf 9/8/2022 @ October Farm		1,630.20
7753	T - EFT	10/27/2023		11998 - Hanford Applied Restoration & Conservation		Ravenswood Revegetation & Plant Maint Sep 2023		1,575.00
7722	P - Printed	10/27/2023		11489 - Haro Kasunich & Associates Inc.		BCR North Parking Geotechnical Investig Sept 2023		1,474.10
7739	T - EFT	10/27/2023		11430 - BioMaAS, Inc.		Demos: Spring 2023 Botanical Survey Sep 2023		1,376.00
7723	P - Printed	10/27/2023		11141 - Jarvis Fay LLP		Legal Services - SEP 2023		1,326.00
7759	T - EFT	10/27/2023		10058 - Liebert Cassidy Whitmore		Legal Srvcs,negotiations & related matter Sept 23		1,218.00
7727	P - Printed	10/27/2023		12202 - Nwesco LLC		FFO Repairs to Gasoline Tank		1,215.35
7758	T - EFT	10/27/2023		15077 - Stommel Inc.		Equipment for P132, P125		1,106.42
7770	T - EFT	10/27/2023		11479 - Rootid, LLC		Web Maintenance and Strategic Support Sep 2023		1,080.00
7720	P - Printed	10/27/2023		11551 - Green Team of San Jose		RSA Garbage Service Oct 2023		1,063.70
7728	P - Printed	10/27/2023		11129 - Peterson Trucks, Inc.		M22 Vehicle Status Estimate		1,024.00
7764	T - EFT	10/27/2023		11523 - PGA Design, Inc.		Hawthorns Area Plan Sept 2023		900.00

**MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
CLAIMS REPORT
MEETING # 23-32**

MEETING DATE: November 08, 2023

*Electronic funds transfer (EFT) for accounts payable
disbursements to reduce check printing and mailing, increase
payment security, and ensure quicker receipt by vendors*

Fiscal Year 22-23 EFT: 59.72%

Fiscal Year 23-24 EFT: 60.77%

Payment Number	Payment Type	Payment Date	Notes	Vendor Name/Number	Blank	Invoice Description	Blank2	Payment Amount
7716	P - Printed	10/27/2023		10454 - California Water Service-949		FFO Water Service #7883755555 Sep 2023		869.30
7736	T - EFT	10/27/2023		10294 - AmeriGas - 0130		FFO Propane Tank Refill Sep 2023		860.18
7761	T - EFT	10/27/2023		10190 - MetroMobile Communications		Portable radios for seasonal staff, radio repair		827.82
7747	T - EFT	10/27/2023		10654 - Dutra Materials		BCR Rip Rap Rock for Storm Damage Repairs		810.58
7757	T - EFT	10/27/2023		11906 - Law Offices of Gary M. Baum		Legal Counsel Services - SEP 2023		640.00
7713	P - Printed	10/27/2023		11880 - A T & T (Calnet3)		Phone service for District offices 9/7/23-10/6/23		607.64
7767	T - EFT	10/27/2023		12088 - PSP, an RRD Company		Ranger brochure 500 qty		553.98
7734	P - Printed	10/27/2023		11852 - Western Exterminator Co.		RSA-Annex/Garage Rodent Control Oct 2023		508.65
7731	P - Printed	10/27/2023		11961 - Telepath Corporation		Strip out for P119		450.00
7743	T - EFT	10/27/2023		11042 - County of Santa Clara Office of the Sheriff		Livescan August 2023		414.00
7752	T - EFT	10/27/2023		11593 - H.T. Harvey & Associates		CEQA&Permitting Srvcs -RW Bay Trail Grant Aug 2023		388.00
7714	P - Printed	10/27/2023		10261 - ADT LLC (Protection One)		SAO & FFO Alarm Services		376.16
7773	T - EFT	10/27/2023		11918 - SF North Bay Law		Management Coaching Sept 2023		360.00
7717	P - Printed	10/27/2023		10014 - CCOI Gate & Fence		BCR Repair Vandalized Gate		345.00
7774	T - EFT	10/27/2023		10447 - Simms Plumbing & Water Equip., Inc.		Misc plumbing, solar, & well/hydronics @ Gordon Ridge		325.00
7755	T - EFT	10/27/2023		10394 - Interstate Traffic Control Pro		FFO & SAO Trail Work Signs		315.00
7745	T - EFT	10/27/2023		11699 - Dakota Press		Print informational poster for barn restoration project		159.32
7766	T - EFT	10/27/2023		11519 - Price, Postel & Parma LLP		Legal Services - SEP 2023		117.00
7760	T - EFT	10/27/2023		10791 - LSA Associates, Inc.		SFO Historic Resource Eval Sept 2023		112.50
7756	T - EFT	10/27/2023		11991 - Kunz Valley Trash, LLC		Sept. 2023 Bergman Garbage		75.90
7733	P - Printed	10/27/2023		10685 - West Valley Collection		SAO Garbage Service Oct 2023		59.29
Total of Payments:								1,980,254.15

1,980,254.15

Abbreviations

A### = Admin Office Vehicle	HC = Hendry's Creek	P### = Patrol Vehicle	SCNT = Stevens Creek Nature Trail
BCR = Bear Creek Redwoods	HR = Human Resources	PCR = Purisima Creek Redwoods	SCS = Stevens Creek Nature Area
BMTB = Bear Meadow Trail Bridge	IPM = Invasive Plant Maintenance	PIC= Picchetti Ranch	SFO = Skyline Field Office
CAO = Coastal Area Office	ISM = Invasive Species Manageme	PR = Pulgas Ridge	SG = Saratoga Gap
CC = Coal Creek	LH = La Honda Creek	RR = Russian Ridge	SJH = Saint Joseph's Hill
DR = Driscoll Ranch	LM = Lone Madrone	RR/MIN = Mindego Hill	SR= Skyline Ridge
DHF = Dear Hollow Farm	LR = Long Ridge	RSA = Rancho San Antonio	T### = Tractor or Trailer
ECdM = El Corte de Madera	LT = Los Trancos	RV = Ravenswood	TC = Tunitas Creek
ES = El Sereno	M### = Maintenance Vehicle	SA = Sierra Azul	TH = Teague Hill
FFO = Foothills Field Office	MB = Monte Bello	SAO = South Area Office	TR = Toto Ranch
FOOSP = Fremont Older Open Space	MR = Miramontes Ridge	SAU = Mount Umunhum	TW = Thornewood

Date	Amount	Description
09/19/2023	25,000.00	Emergency dispatch services Sept 2023
09/19/2023	25,000.00	Emergency dispatch services Aug 2023
09/19/2023	20,265.00	Emergency dispatch services Jul 2023
09/25/2023	16,410.00	District wide internet services
09/25/2023	11,470.00	SA-Mt Um - Asphalt Road Repair
09/07/2023	8,428.54	SA - Dozer Rental for Woods Trail
09/22/2023	7,200.00	Cut up/haul away large downed tree
09/29/2023	6,991.83	Roller and Excavator Rental
09/22/2023	5,812.50	Arborist monitoring and arborist report
09/01/2023	4,341.00	District wide internet partial payment from Aug
09/04/2023	4,275.28	District wide cell service for cell, ipads, laptops
09/19/2023	3,618.42	Give away items for SRE
09/14/2023	3,512.49	AED supplies
09/19/2023	3,143.19	Back payment for service plan upgrades.
09/27/2023	3,066.18	Preserve icon stickers for outreach and giveaways.
09/28/2023	2,965.44	Highway Markers
09/18/2023	2,750.00	Environmental Health Permit - SFO above ground petrol
09/14/2023	2,648.79	COVID tests
09/13/2023	2,614.64	Dishwashers for residences
09/12/2023	2,543.92	Laptop docking stations x 10 units
09/18/2023	2,454.89	USDA wild boar trapping services.
09/01/2023	2,236.00	CAO firewall service renewal 1 year
09/26/2023	1,825.00	Water Delivery
09/14/2023	1,800.00	BCR - Tree Removal
09/06/2023	1,799.00	Registration for CalGov HR Institute
09/21/2023	1,793.45	Maintenance for M72
09/25/2023	1,773.06	SRE framed photos
09/04/2023	1,668.82	Maintenance for M222
09/21/2023	1,651.71	Tire replacement P107
09/06/2023	1,575.60	500Q canvas bags for outreach giveaway
09/21/2023	1,500.00	AO-gardening services
09/06/2023	1,436.75	Water service at AO meter 2
09/06/2023	1,288.12	Water for CAO - 2 deliveries
09/14/2023	1,195.00	AO-BOC course tuition
09/04/2023	1,173.00	Defensive Tactics Course
09/22/2023	1,139.70	Car Wash Vouchers
09/06/2023	1,088.83	AO-picnic table
09/18/2023	1,021.91	Metal sign posts
09/21/2023	1,000.00	Arborist monitoring
09/25/2023	1,000.00	Rodent Control Bean Hollow
09/29/2023	948.84	SFO shop tools, supplies, hardware.
09/15/2023	904.85	AO-alarm system programming and additions
09/29/2023	869.31	Hotel for MISAC conference
09/21/2023	863.32	Hotel for MISAC conference
09/04/2023	825.07	Building Permit Fees
09/28/2023	778.05	Hotel for MISAC conference
09/07/2023	760.30	Garbage service for AO
09/15/2023	760.08	BCS clean up dumpster overage.
09/25/2023	723.68	ATT Firstnet service - EOC phones Aug - Sep
09/08/2023	719.36	AO-loop bike rack
09/04/2023	704.00	AO-alarm services
09/15/2023	702.00	New canopies for outreach tents (2 of 5)

09/22/2023	696.70	Admin Svcs Retreat Lunch
09/04/2023	667.89	CJPIA Risk Mgmt Educational Forum -08/30-09/01
09/22/2023	667.45	Sep-Nov Garbage Hosking Barn
09/15/2023	644.06	CAO-water delivery
09/20/2023	625.00	Inst. of Local Gov. Training
09/04/2023	599.48	SFO Garbage and recycle
09/06/2023	580.40	Ranger Academy Trainee Flight
09/04/2023	575.00	MMANC Annual Conference
09/26/2023	569.89	ADA restroom BCS
09/07/2023	562.50	Permit Fee Suite 400 - Project 35029
09/18/2023	553.48	CA Municipal Law Handbook 2023
09/06/2023	546.64	DHF - Fencing Materials
09/12/2023	538.17	Hotel for IRWA Course 900 Reno, NV
09/11/2023	516.60	Hotel for Cal-IPC Conference
09/11/2023	500.00	Nov 1 Bd Mtg Room Rental Fee
09/19/2023	477.20	Adobe Acrobat licenses x 5
09/28/2023	473.34	District Zoom Monthly Subscription
09/14/2023	450.00	Monthly Pantheon Payment
09/18/2023	430.36	Propane for Hosking Barn
09/22/2023	425.93	BCR - Interpretive Signs
09/18/2023	425.48	Water system floats BCS 10X
09/11/2023	420.80	Skyline Ridge Parking sign accessories
09/08/2023	415.00	IRWA Course 900 Reno, NV
09/26/2023	405.80	Return plane ticket home from ranger academy.
09/22/2023	405.47	Training for Database Design Management for GIS
09/25/2023	400.00	Termite inspection for 10436 Cabrillo Hwy
09/25/2023	389.26	Battery for M216
09/28/2023	389.00	Legal Online Seminar - Egan Hill
09/14/2023	387.18	Door locks rekey Bean Hollow REZ Cloverdale OSP
09/11/2023	385.00	EMT Refresher Class
09/22/2023	381.49	Admin Svcs Retreat Meal
09/12/2023	379.50	Legal Subscription - SEP 2023
09/14/2023	379.42	Board Mtg Meal
09/06/2023	365.00	Water Delivery BCS INV 13457
09/06/2023	365.00	Water Delivery BCS INV 13458
09/06/2023	365.00	Water delivery BCS INV 13459
09/06/2023	365.00	Water Delivery BCS INV 13460
09/12/2023	365.00	Water delivery BCS INV 13462
09/12/2023	365.00	Water delivery BCS INV 13463
09/26/2023	365.00	Water Delivery BCS INV 13468
09/11/2023	358.16	Ranger Academy Trainee Lodging
09/15/2023	351.00	New canopies for outreach tents (3 of 5)
09/15/2023	351.00	New canopies for outreach tents (4 of 5)
09/15/2023	351.00	New canopies for outreach tents (5 of 5)
09/13/2023	350.00	NRG Title 24 Report
09/13/2023	347.95	New table linen for recruitment outreach
09/11/2023	345.39	Standard 10 Event Tent - Replacement Frame
09/07/2023	338.01	Office Supplies - paper
09/28/2023	334.99	AO-time lapse camera for supplies
09/14/2023	327.32	Keyboard and mouse combos x 5 units
09/29/2023	325.00	Facility rental for LF dept. meeting
09/18/2023	323.27	M229 - 2 Batteries for Bucket Truck
09/15/2023	312.87	RSACP - Restroom Parts

09/21/2023	306.24	Replacement lock for M236
09/13/2023	299.00	AP Style training
09/08/2023	276.24	Sqwincher hydration drinks
09/08/2023	263.67	DHF - Gate Replacement
09/28/2023	250.00	M229 Repairs
09/27/2023	248.62	Hydro consumables
09/18/2023	247.35	FFO Office Supplies
09/14/2023	232.21	Battery replacement
09/25/2023	227.20	supplies for new safety program
09/28/2023	225.88	RSA-restroom plumbing repair
09/04/2023	225.00	SFO Backup internet
09/22/2023	224.97	Kitchen supplies - coffee
09/15/2023	223.73	LR Water tank
09/08/2023	223.09	Vendor error see CR
09/13/2023	219.00	Aurora Training Advantage - Effective Onboarding
09/14/2023	216.68	DHF - Fruit Trees for Orchard
09/26/2023	215.61	Offices supplies and Kitchen Supplies
09/21/2023	207.21	Blue reflective tape
09/08/2023	206.66	Battery replacement
09/26/2023	200.00	Re-cert. for CMAA Certified Construction Manager
09/18/2023	200.00	Remote admin tool 1 month service
09/11/2023	198.22	Board Tour Meal
09/01/2023	190.44	HDMI and power strips
09/14/2023	187.26	Logo coffee mugs
09/08/2023	185.72	Board Mtg Meal
09/22/2023	180.54	Field Training Officer Course
09/20/2023	176.71	BCR - Sign Supplies
09/13/2023	175.08	Board Mtg Meal
09/08/2023	170.19	Water system floats BCS 4x
09/26/2023	169.50	Radar gun recertification
09/18/2023	166.00	Motherboard for Dryer in FFO Shop
09/06/2023	164.63	Plotter ink supplies
09/27/2023	158.22	Board Mtg Meal
09/25/2023	156.99	Office and Kitchen supplies - paper and hot cups
09/25/2023	156.59	Camera Rental
09/28/2023	150.30	snacks for training
09/18/2023	150.00	CA Preservation Foundation - Agency Membership
09/08/2023	150.00	CPS HR Training Center - Analyst Writing Class
09/14/2023	150.00	GFOA Renewal for Budget and Finance Manager
09/26/2023	149.75	Community Engagement Roundtable
09/06/2023	146.59	Plotter paper supply
09/14/2023	141.85	Air Purifier - Legal Office for Irma
09/22/2023	141.32	First aid supplies
09/25/2023	131.03	BCR - Interpretive Signs
09/08/2023	130.57	Fly traps, pens, tea, labels
09/08/2023	130.00	FFO Battery backup service renewal
09/11/2023	129.50	RSACP - Restroom Parts
09/25/2023	127.22	Legal File Folders for Real Property
09/15/2023	125.00	AEP CEQA Essentials Webinar
09/27/2023	121.10	Volunteer basket supplies
09/01/2023	120.45	Cleaning Supplies
09/29/2023	119.00	Pest control for AO
09/19/2023	117.00	EMT county recertification fee

09/18/2023	115.00	Harvard Business Review digital subscription renewal
09/11/2023	112.00	EMT Renewal, State and county fees
09/04/2023	110.24	Blinds for Hosking Barn #B, Project #RENT-20049
09/25/2023	108.03	Gimbal camera stabilizer for video content
09/06/2023	106.53	Hydraulic line supplies for mini excavator.
09/04/2023	105.00	Parking lot striping paint
09/25/2023	103.66	Sign brackets
09/18/2023	101.92	Shop Supplies
09/15/2023	100.00	Nature Center blind repair
09/29/2023	100.00	Property research services August 2023
09/01/2023	99.03	Monthly Shredding Services - August
09/13/2023	96.47	Maintenance for P125
09/12/2023	96.30	Purchase for PA VRE gift basket
09/27/2023	96.10	Volunteer Recognition gift basket
09/26/2023	95.00	TH-backflow test at mansion
09/29/2023	94.99	FFO shop toilet shim
09/19/2023	94.82	AO garage paint
09/26/2023	93.75	Community Engagement Roundtable
09/29/2023	91.24	Field Supplies
09/11/2023	91.00	Committee Mtg Meal
09/26/2023	85.66	First aid supplies
09/25/2023	85.40	food for volunteer meeting
09/08/2023	85.06	Office Supplies - kleenex
09/14/2023	84.29	AO-paint touch up kit
09/12/2023	84.06	Aug 2023 Thornewood Water
09/20/2023	82.55	AO paint for garage
09/25/2023	81.88	San Mateo County Veterans Luncheon
09/26/2023	80.07	Community Engagement Roundtable
09/21/2023	78.07	Shop Supplies Consumables
09/08/2023	77.95	DHF - Fencing Materials
09/07/2023	77.90	SG-water line repair orchard house
09/06/2023	76.38	Plotter paper supply
09/04/2023	75.00	MB Campsite payphone
09/01/2023	74.36	Particulate face masks
09/18/2023	74.00	Fingerprint for Notary
09/13/2023	73.01	Nature Center Display Cleaning Solution
09/19/2023	71.29	Sign brackets
09/21/2023	69.98	RSACP - Restroom Parts
09/01/2023	66.28	Folder and label tape for correcting RP files
09/28/2023	65.38	Volunteer Recognition gift basket
09/04/2023	65.00	AO-alarm services
09/20/2023	64.80	Painter tape
09/07/2023	64.47	AO-tools for M230
09/18/2023	62.49	Airport Parking for MISAC Conference
09/22/2023	60.39	Breakfast meeting with Craig Britton
09/08/2023	60.00	Deputy District Clerk Training Class
09/27/2023	58.95	SG-orchard house dishwasher install
09/20/2023	57.28	Water service at AO meter 1
09/18/2023	56.86	Flushable hand wipes
09/19/2023	56.00	Hydrant caps
09/11/2023	53.77	Office volunteer snacks
09/28/2023	52.50	Vielbaum NOE recording fee
09/12/2023	52.37	Field Equipment/Supplies

09/11/2023	51.10	AO suite400 keys
09/11/2023	50.59	A107 lock box install
09/01/2023	50.00	CA Invasive Plant Council Membership
09/06/2023	50.00	CEUs for PCA License
09/25/2023	50.00	Ranger Academy Trainee Flight Fee
09/28/2023	50.00	ID card account replenishment
09/19/2023	50.00	NOD Filing
09/22/2023	48.50	Oil for Robomax
09/15/2023	47.89	Animal Track guides for field trip
09/08/2023	47.58	Weather proof write in the rain pens
09/19/2023	47.00	Wrecking bars
09/27/2023	46.38	Midpen shirt for Alex Harker
09/07/2023	45.70	SG water line repair orchard house
09/18/2023	43.43	FFO Pizza for Recognition
09/01/2023	43.28	Fly traps
09/28/2023	42.55	Fremont older pump switch
09/18/2023	41.74	Prints for SRE framed photos
09/06/2023	41.28	Water conference
09/15/2023	40.12	AO garage paint
09/25/2023	40.00	A107 key copy
09/12/2023	39.76	Canycom toter fuel assembly part
09/01/2023	39.26	Office Supplies - retractable badge holders
09/05/2023	39.00	Shopify subscription
09/08/2023	37.29	Staff appreciation
09/04/2023	36.17	TH-mansion stair repair
09/11/2023	35.86	Natural Dye Kit for VRE basket
09/08/2023	35.61	BlueDef for Dozer, M226, etc
09/06/2023	35.00	Ranger Academy Trainee Flight Fee
09/21/2023	34.24	FOOSP - Water Conditioning Service
09/08/2023	34.01	Volunteer Supplies
09/08/2023	32.73	Ergo item
09/01/2023	32.62	Two boxes of thank you cards
09/06/2023	32.48	Safety Vest for Alex Harker
09/11/2023	31.42	DHF - Fencing Materials
09/18/2023	31.31	FFO Office Supplies
09/25/2023	30.76	Kitchen supplies - napkins
09/07/2023	30.71	Volunteer Snacks
09/11/2023	30.42	A107 lock box install
09/12/2023	29.46	Wildlife crossing literature.
09/06/2023	29.00	Ranger Academy Trainee Flight Fee
09/20/2023	28.52	Ticket to Joint Venture SV Annual Poll event
09/12/2023	28.25	Return shipping-rental creek turbidity monitor.
09/21/2023	28.22	Refreshments for workday.
09/22/2023	27.20	Volunteer Snacks
09/11/2023	27.10	Book for VRE basket
09/05/2023	26.53	MB water
09/28/2023	25.30	AO key copies
09/27/2023	25.08	Volunteer basket supplies
09/04/2023	24.75	Building Permit CC Fee
09/29/2023	24.46	Volunteer Snacks
09/21/2023	24.43	Volunteer supplies made from paper.
09/04/2023	24.03	Clerk 2024 Calendar
09/11/2023	22.95	Photo for Notary

09/19/2023	22.69	AO garage paint
09/11/2023	22.65	Volunteer Supplies
09/28/2023	22.36	ADA Compliance Book
09/22/2023	21.88	Office Door Name Plate
09/07/2023	21.28	Thumb drives pack of 10
09/13/2023	21.28	Thumb drives pack of 10
09/22/2023	21.11	Spring for hose reel
09/18/2023	20.71	FFO Office Supplies
09/05/2023	20.52	Postage for items shipped.
09/04/2023	20.47	Volunteer Snacks
09/04/2023	20.00	AO-alarm services
09/11/2023	19.78	AO board room shelves
09/11/2023	19.50	Required Notary Class
09/22/2023	18.82	AO 5 internal keys
09/25/2023	18.80	Community Engagement Roundtable
09/28/2023	18.01	Hawthorne residence faucet repair
09/11/2023	16.91	Wood Stakes for Location Marking
09/29/2023	16.75	AO 3 master key copies
09/18/2023	15.26	Wet erase markers
09/05/2023	14.99	Give-away Sample
09/15/2023	14.89	Volunteer Supplies
09/27/2023	14.68	Coins for event cache
09/01/2023	14.00	Monthly subscription to Mercury News
09/01/2023	14.00	Volunteer Supplies
09/15/2023	14.00	Volunteer Supplies
09/19/2023	13.20	Postage stamps
09/14/2023	12.64	AO water jugs
09/26/2023	11.99	Cloud storage for BoD files 1 month
09/25/2023	11.99	SD Card for Time Lapse Camera
09/01/2023	11.23	Volunteer Supplies
09/12/2023	10.98	Ignition parts
09/22/2023	10.98	Supplies for VRE
09/11/2023	10.87	DHF - Fencing Materials
09/13/2023	10.53	Black Mountain restroom
09/18/2023	10.00	Parking fee for Planning conference
09/19/2023	10.00	Parking fee for Planning conference
09/13/2023	9.26	Admin Srvcs Retreat Supplies
09/04/2023	7.64	Supplies for Temp Admin
09/11/2023	7.00	GIS request desk subscription
09/21/2023	6.00	Water for field workday.
09/18/2023	5.99	Volunteer Snacks
09/22/2023	4.90	Prints for SRE framed photos
09/28/2023	4.35	Volunteer basket supplies
09/12/2023	2.49	Accidently use -will reimburse district
09/19/2023	1.00	Parking Fee
09/19/2023	1.00	Parking Fee
09/29/2023	(2.00)	shipping overage refund
09/19/2023	(54.57)	DHF - Discount Given for Scratched Gate
09/08/2023	(223.09)	Vendor error see CHG

241,701.82 Wells Fargo Credit Cards September 2023



Midpeninsula Regional
Open Space District

R-23-132
Meeting 23-32
November 8, 2023

AGENDA ITEM 3

AGENDA ITEM

Quarter 1 Proposed Budget Amendments for the Fiscal Year ending June 30, 2024

GENERAL MANAGER'S RECOMMENDATION

Adopt a resolution approving the proposed quarter 1 budget amendments for the fiscal year ending June 30, 2024.

SUMMARY

On June 14, 2023, the Board of Directors (Board) adopted the Budget and Action Plan for the fiscal year ending June 30, 2024 (FY24). On August 23, 2023, the Board approved a budget adjustment in the amount of \$163,000 for the Vielbaum Property purchase (R-23-94). This report presents the proposed quarter 1 (Q1) budget adjustments for FY24, which decrease the amended expenditure budget by \$1.05 million to \$81.9 million. The proposed adjustments require Board approval as per Board policy 3.04.

DISCUSSION

Proposed FY24 Q1 Budget Adjustments

The original FY24 revenues were projected at \$83.7 million. Revenues were reviewed but no amendments are proposed at this time.

The current amended FY24 expenditure budget is \$83.0 million. The proposed adjustments would decrease it by \$1.05 million to \$81.9 million (Table 1). Table 1 shows the proposed adjustments by fund, including any previously approved adjustments.

Table 1: Summary of FY24 Budget by Fund

Funding Source	FY24 Adopted Budget	YTD Approved Adjustments	FY24 Amended Budget (as of 9/30/2023)	Q1 Proposed Adjustments	FY24 Proposed Amended Budget
Fund 10 - General Fund Operating	\$45,488,494	\$0	\$45,488,494	\$76,500	\$45,564,994
Fund 20 - Hawthorn Fund	\$37,200	\$0	\$37,200	\$0	\$37,200
Fund 30 - MAA Land/Capital	\$12,800,647	\$0	\$12,800,647	\$0	\$12,800,647
Fund 40 - General Fund Land/Capital	\$10,296,776	\$163,000*	\$10,459,776	(\$1,130,500)	\$9,329,276

Fund 50 - Debt Service	\$14,171,263	\$0	\$14,171,263	\$0	\$14,171,263
Total	\$82,794,380	\$163,000	\$82,957,380	(\$1,054,000)	\$81,903,380

*Reflects a Board-approved budget adjustment of \$163,000 for the Vielbaum Property Purchase.

Summary of Proposed Expenditure Adjustments

The budget increase in Fund 10 in the amount of \$76,500 is proposed to finish two project scopes that were not completed at the end of FY23 and had to extend into FY24. A budget decrease in Fund 40 of \$1.13 million would correct a project budget duplication error. Attachment 2 includes the full list of budget adjustments and detailed justifications.

FISCAL IMPACT

Table 2 summarizes the FY24 estimated change in fund balance as a positive change, with a resulting total fund balance of \$1.04 million.

Table 2: FY24 Estimated Change in Fund Balance

FY24 Estimated Change in Fund Balance	Fund 10	Fund 20	Fund 30	Fund 40	Fund 50	Total
	General Fund Operating	Hawthorns	Measure AA Capital	General Fund Capital	Debt Service	
Amended Revenues	\$72,462,665	\$60,000	\$5,443,010	\$239,000	\$5,539,000	\$83,743,675
Amended Other Funding Sources	(26,006,671)	(22,800)	7,357,637	9,090,276	8,780,275	(\$801,283)
Amended Revenues Total	\$46,455,994	\$37,200	\$12,800,647	\$9,329,276	\$14,319,275	\$82,942,392
Amended Expenses Total	\$45,564,994	\$37,200	\$12,800,647	\$9,329,276	\$14,171,263	\$81,903,380
Amended Change in Fund Balance	\$891,000	\$0	\$0	\$0	\$148,012	\$1,039,012
Adopted Change in Fund Balance	\$0	\$0	\$0	\$0	\$148,012	\$148,012
<i>Difference</i>	<i>\$891,000</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$891,000</i>

PRIOR BOARD AND COMMITTEE REVIEW

- **June 14, 2023:** Board adoption of the Fiscal Year 2023-24 Budget and Capital Improvement and Action Plan ([R-23-66](#), [minutes](#))
- **August 23, 2023:** Board authorized the purchase of the Vielbaum Property and corresponding budget adjustment ([R-23-94](#), [minutes](#))

PUBLIC NOTICE

Public notice was provided as required by the Brown Act.

CEQA COMPLIANCE

This item is not a project subject to the California Environmental Quality Act.

NEXT STEPS

Upon Board approval, staff will make the necessary budget adjustments.

Attachments:

1. Resolution Amending the FY24 Budget by Fund
2. FY24 Quarter 1 Budget Adjustments by Fund and Project
3. FY24 Quarter 1 Budget Adjustments by Budget Category and Department
4. FY24 Quarter 1 Budget Adjustments by General Ledger Account
5. FY24 Quarter 1 Budget Performance Report (AKA "Green Report")

Responsible department head / staff contact:

Rafaela Ocegüera, Budget & Finance Manager

Prepared by:

Rafaela Ocegüera, Budget & Finance Manager

Elissa Martinez, Management Analyst II

Lupe Hernandez, Management Analyst II

Jordan McDaniel, Management Analyst I

RESOLUTION NO. 23-__**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
MIDPENINSULA REGIONAL OPEN SPACE DISTRICT AMENDING
THE BUDGET FOR FISCAL YEAR 2023-2024**

WHEREAS, on June 14, 2023, the Board of Directors (Board) of the Midpeninsula Regional Open Space District (District) adopted the Budget and Action Plan for fiscal year ending June 30, 2024 (FY24); and

WHEREAS, on August 23, 2023 the Board amended the FY24 Budget in the amount of \$163,000 for the Vielbaum Property purchase; and

WHEREAS, the General Manager recommends amending the FY24 Budget to reflect changes resulting in a net increase in projected expenditures.

NOW, THEREFORE, the Board of Directors of the Midpeninsula Regional Open Space District does resolve as follows:

SECTION ONE. Approve the recommended expenditure budget amendments to the District FY24 Budget resulting in a net increase as follows:

DISTRICT BUDGET BY FUNDING SOURCE	FY24 Adopted Budget	YTD Approved Amendments	Amended Budget (as of 9/30/2023)	Q1 Proposed Amendments	FY24 Proposed Amended Budget
Fund 10 - General Fund Operating	\$45,488,494	\$0	\$45,488,494	\$76,500	\$45,564,994
Fund 20 - Hawthorns	\$37,200	\$0	\$37,200	\$0	\$37,200
Fund 30 - MAA Land/Capital	\$12,800,647	\$0	\$12,800,647	\$0	\$12,800,647
Fund 40 - General Fund Land/Capital	\$10,296,776	\$163,000	\$10,459,776	(\$1,130,500)	\$9,329,276
Fund 50 - Debt Service	\$14,171,263	\$0	\$14,171,263	\$0	\$14,171,263
Total	\$82,794,380	\$163,000	\$82,957,380	(\$1,054,000)	\$81,903,380

SECTION TWO. Monies are hereby appropriated in accordance with said budget by fund.

SECTION THREE. Except as herein modified, the FY24 Budget and Action Plan, Resolution No. 23-10 as amended, shall remain in full force and effect.

* * * * *

PASSED AND ADOPTED by the Board of Directors of the Midpeninsula Regional Open Space District on _____, 2023, at a regular meeting thereof, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

Craig Gleason, Secretary
Board of Directors

Yoriko Kishimoto, President
Board of Directors

APPROVED AS TO FORM:

Hilary Stevenson, General Counsel

I, the District Clerk of the Midpeninsula Regional Open Space District, hereby certify that the above is a true and correct copy of a resolution duly adopted by the Board of Directors of the Midpeninsula Regional Open Space District by the above vote at a meeting thereof duly held and called on the above day.

Maria Soria, District Clerk

FY24 Quarter 1 Budget Amendments by Project

Fund 10 - Operating Project Adjustments		Adjustment	Icon	Explanation
VP05-002	La Honda Creek Parking and Trailhead Access	76,500	↑↓	Project delayed 6 months in FY23 due to additional services requested that had to be negotiated and brought to the Board for approval.
VP22-001	Alma Bridge Road Newt Passage	50,000	↑↓	Phase I Cost Modeling and Monitoring Program Design task not completed in FY23 as originally projected. This optional task work will be carried into FY24/25. Information completed during Phase II work will provide more accurate deliverable for this task. Adjustment will be for Q1 invoicing; additional quarterly adjustments will be later determined.
FUND 10 PROJECTS SUBTOTAL		126,500		
	Non-project expense adjustments	(50,000)	↑↓	Inadvertently budgeted funds in GL.
TOTAL FUND 10		76,500		

Fund 40 - General Fund Capital Project Adjustments		Adjustment	Icon	Explanation
31202	New Administrative Office (AO) Facility	(265,000)	↑↓	Unspent funds from Project 31202 (New AO Facility) have shifted to Project 35029 (AO Layout Modifications) given that the AO remodel project has been substantially completed. Funds have been reallocated to complete the layout modifications to suite 400 to modify the one large space into two office suites.
31901	ADA Barrier Removal	56,500	↑	San Mateo County building permitting fees came in higher than anticipated for FY24.
35029	AO Layout Modifications	338,000	↑	Amount includes unspent funds from Project 31202 (New AO Facility) that have shifted to Project 35029 (AO Layout Modifications) plus additional funds to cover costs for the layout modifications to suite 400. Budget will cover construction costs plus cabling modifications and new security measures.
35035	Purisima Creek Road Vehicle Access	(1,260,000)	↑↓	Inadvertently double budgeted construction for the project (related to FEMA funded repairs). Will also make correction to future fiscal year construction budget during budget development for the upcoming fiscal year development process.
TOTAL FUND 40		(\$1,130,500)		

GRAND TOTAL		(\$1,054,000)		
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Summary by Icon		
→	Work continuing next fiscal year or later	\$0
↑	Cost increasing	\$394,500
↑↓	Reallocation of funds, no net increase	(\$1,448,500)
< \$	Savings this fiscal year	\$0
TOTAL		(\$1,054,000)

FY24 Quarter 1 Budget Amendments by Budget Category & Department

DISTRICT BUDGET BY EXPENDITURE CATEGORY	FY24 Adopted Budget	YTD Approved Amendments	Amended Budget (as of 9/30/2023)	Q1 Proposed Amendments	FY24 Proposed Amended Budget
ADMINISTRATIVE SERVICES					
Salaries and Benefits	\$6,660,685		\$6,660,685		\$6,660,685
Services and Supplies	\$2,053,672		\$2,053,672		\$2,053,672
Total Operating Expenditures	\$8,714,357	\$0	\$8,714,357	\$0	\$8,714,357
General Fund Capital	\$478,476		\$478,476		\$478,476
Total Capital Expenditures	\$478,476	\$0	\$478,476	\$0	\$478,476
Total Administrative Services Expenditures	\$9,192,833	\$0	\$9,192,833	\$0	\$9,192,833
ENGINEERING & CONSTRUCTION					
Salaries and Benefits	\$1,352,812		\$1,352,812		\$1,352,812
Less MAA Reimbursable Staff Costs	(\$122,668)		(\$122,668)		(\$122,668)
Net Salaries and Benefits	\$1,230,144	\$0	\$1,230,144	\$0	\$1,230,144
Services and Supplies	\$154,498		\$154,498		\$154,498
Total Operating Expenditures	\$1,384,642		\$1,384,642	\$0	\$1,384,642
Hawthorn Capital	\$0		\$0		\$0
Total Hawthorn Expenditures	\$0	\$0	\$0	\$0	\$0
Measure AA Capital	\$5,481,704		\$5,481,704		\$5,481,704
General Fund Capital	\$4,649,700		\$4,649,700	(\$1,130,500)	\$3,519,200
Total Capital Expenditures	\$10,131,404	\$0	\$10,131,404	(\$1,130,500)	\$9,000,904
Total Engineering & Construction Expenditures	\$11,516,046	\$0	\$11,516,046	(\$1,130,500)	\$10,385,546
OFFICE OF THE GENERAL COUNSEL					
Salaries and Benefits	\$901,588		\$901,588		\$901,588
Services and Supplies	\$139,585		\$139,585		\$139,585
Total Operating Expenditures	\$1,041,173	\$0	\$1,041,173	\$0	\$1,041,173
Total General Counsel Expenditures	\$1,041,173	\$0	\$1,041,173	\$0	\$1,041,173
GENERAL MANAGER'S OFFICE					
Salaries and Benefits	\$2,008,342		\$2,008,342		\$2,008,342
Services and Supplies	\$558,940		\$558,940		\$558,940
Total Operating Expenditures	\$2,567,282	\$0	\$2,567,282	\$0	\$2,567,282
Total General Manager Expenditures	\$2,567,282	\$0	\$2,567,282	\$0	\$2,567,282
LAND & FACILITIES SERVICES					
Salaries and Benefits	\$8,637,172		\$8,637,172		\$8,637,172
Less MAA Reimbursable Staff Costs	(\$382,457)		(\$382,457)		(\$382,457)
Net Salaries and Benefits	\$8,254,715	\$0	\$8,254,715	\$0	\$8,254,715
Services and Supplies	\$5,724,192		\$5,724,192		\$5,724,192
Total Operating Expenditures	\$13,978,907	\$0	\$13,978,907	\$0	\$13,978,907
Hawthorn Services and Supplies	\$37,200		\$37,200		\$37,200
Total Hawthorn Expenditures	\$37,200	\$0	\$37,200	\$0	\$37,200
Measure AA Capital	\$1,104,207		\$1,104,207		\$1,104,207
General Fund Capital	\$3,798,100		\$3,798,100		\$3,798,100
Total Capital Expenditures	\$4,902,307	\$0	\$4,902,307	\$0	\$4,902,307
Total Land & Facilities Expenditures	\$18,918,414	\$0	\$18,918,414	\$0	\$18,918,414
NATURAL RESOURCES					
Salaries and Benefits	\$2,180,733		\$2,180,733		\$2,180,733
Less MAA Reimbursable Staff Costs	(\$81,296)		(\$81,296)		(\$81,296)
Net Salaries and Benefits	\$2,099,437		\$2,099,437		\$2,099,437
Services and Supplies	\$2,810,307		\$2,810,307		\$2,810,307
Total Operating Expenditures	\$4,909,744	\$0	\$4,909,744	\$0	\$4,909,744
Measure AA Capital	\$1,963,196		\$1,963,196		\$1,963,196
General Fund Capital	\$805,500		\$805,500		\$805,500
Total Capital Expenditures	\$2,768,696	\$0	\$2,768,696	\$0	\$2,768,696
Total Natural Resources Expenditures	\$7,678,440	\$0	\$7,678,440	\$0	\$7,678,440

FY24 Quarter 1 Budget Amendments by Budget Category & Department

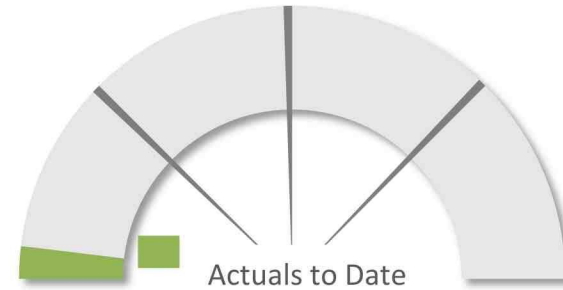
DISTRICT BUDGET BY EXPENDITURE CATEGORY	FY24 Adopted Budget	YTD Approved Amendments	Amended Budget (as of 9/30/2023)	Q1 Proposed Amendments	FY24 Proposed Amended Budget
PLANNING					
Salaries and Benefits	\$1,996,977		\$1,996,977		\$1,996,977
<i>Less MAA Reimbursable Staff Costs</i>	<i>(\$33,560)</i>		<i>(\$33,560)</i>		<i>(\$33,560)</i>
Net Salaries and Benefits	\$1,963,417		\$1,963,417		\$1,963,417
Services and Supplies	\$304,099		\$304,099	\$76,500	\$380,599
Total Operating Expenditures	\$2,267,516	\$0	\$2,267,516	\$76,500	\$2,344,016
<i>Measure AA Capital</i>	<i>\$799,360</i>		<i>\$799,360</i>		<i>\$799,360</i>
<i>General Fund Capital</i>	<i>\$120,000</i>		<i>\$120,000</i>		<i>\$120,000</i>
Total Capital Expenditures	\$919,360	\$0	\$919,360	\$0	\$919,360
Total Planning Expenditures	\$3,186,876	\$0	\$3,186,876	\$76,500	\$3,263,376
PUBLIC AFFAIRS					
Salaries and Benefits	\$1,139,528		\$1,139,528		\$1,139,528
Services and Supplies	\$585,854		\$585,854		\$585,854
Total Operating Expenditures	\$1,725,382	\$0	\$1,725,382	\$0	\$1,725,382
Total Public Affairs Expenditures	\$1,725,382	\$0	\$1,725,382	\$0	\$1,725,382
REAL PROPERTY					
Salaries and Benefits	\$885,661		\$885,661		\$885,661
Services and Supplies	\$49,956		\$49,956		\$49,956
Total Operating Expenditures	\$935,617		\$935,617	\$0	\$935,617
<i>Measure AA Land and Associated Costs</i>	<i>\$3,452,180</i>		<i>\$3,452,180</i>		<i>\$3,452,180</i>
<i>General Fund Land and Associated Costs</i>	<i>\$350,000</i>	<i>\$163,000</i>	<i>\$513,000</i>		<i>\$513,000</i>
Total Land and Associated Costs	\$3,802,180	\$163,000	\$3,965,180	\$0	\$3,965,180
Total Real Property Expenditures	\$4,737,797	\$163,000	\$4,900,797	\$0	\$4,900,797
VISITOR SERVICES					
Salaries and Benefits	\$7,020,988		\$7,020,988		\$7,020,988
Services and Supplies	\$942,888		\$942,888		\$942,888
Total Operating Expenditures	\$7,963,876	\$0	\$7,963,876	\$0	\$7,963,876
<i>General Fund Land and Associated Costs</i>	<i>\$95,000</i>		<i>\$95,000</i>		<i>\$95,000</i>
Total Land and Associated Costs	\$95,000	\$0	\$95,000	\$0	\$95,000
Total Visitor Services Expenditures	\$8,058,876	\$0	\$8,058,876	\$0	\$8,058,876
DEBT SERVICE					
Debt Service	\$14,171,263		\$14,171,263		\$14,171,263
Total Debt Service Expenditures	\$14,171,263		\$14,171,263		\$14,171,263
Total Debt Service Expenditures	\$14,171,263		\$14,171,263		\$14,171,263
GRAND TOTAL	\$82,794,380	\$163,000	\$82,957,380	(\$1,054,000)	\$81,903,380

FY24 Quarter 1 Budget Amendments by General Ledger Account

Budget Category / Organization Set	Object	FY24 Amended Budget (as of 9/30/2023)	Quarter 1 Proposed Budget Amendment	Quarter 1 Proposed Amended Budget
FUND 10 GENERAL FUND SERVICES & SUPPLIES				
10-30-320 - GF Op-PL- Planning	5299-0000 - Other Professional Services	\$144,000	\$76,500	\$220,500
10-80-810 - GF Op-NR- Admin	5299-0000 - Other Professional Services	\$50,000	(\$50,000)	\$0
10-80-830 - GF Op-NR- Wildlife Management	5204-0000 - Architect/Engineering Fees	\$50,000	\$50,000	\$100,000
Fund 10 General Fund - Services & Supplies		\$144,000	\$76,500	\$220,500
FUND 40 GENERAL FUND CAPITAL CAPITAL/FIXED ASSETS				
40-35-325-GF Cap-E&C- Projects	8501-0000 - Local (County/City)	\$65,000	\$56,500	\$121,500
40-35-325-GF Cap-E&C- Projects	8601-0000 - Prime Contractor	\$3,479,500	(\$1,187,000)	\$2,292,500
Fund 40 - Capital/Fixed Assets Total		\$3,544,500	(\$1,130,500)	\$2,414,000
Total Budget Amendments - Increase / (Decrease)		\$3,688,500	(\$1,054,000)	\$2,634,500



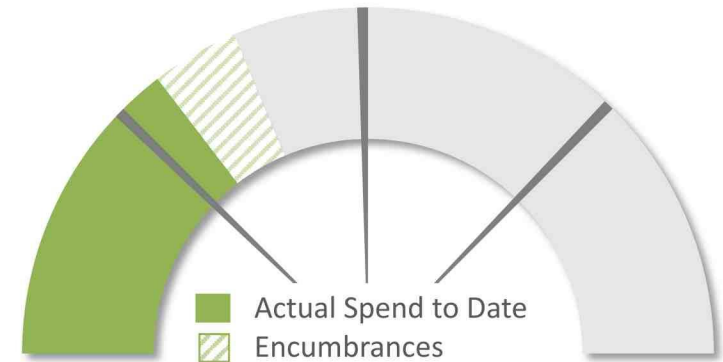
Revenue Quarterly Performance Report



DISTRICT REVENUES BY FUND & CATEGORY	FY24 Adopted Budget	FY24 Budget Adjustments	FY24 Amended Budget	FY24 Actual (through 9/30)	Budget Remaining	Budget Used (%)
Fund 10 - General Fund	72,462,665	-	72,462,665	1,972,570	70,490,095	3%
General Property Taxes	66,497,000	-	66,497,000	560,640	65,936,360	1%
Grants Revenue	1,353,000	-	1,353,000	545,643	807,357	40%
Interest Income	2,264,000	-	2,264,000	473,291	1,790,709	21%
Rental Income	1,837,933	-	1,837,933	338,480	1,499,453	18%
Other Revenues	510,732	-	510,732	54,516	456,216	11%
Fund 20 - Hawthorn Fund	60,000	-	60,000	11,526	48,474	19%
Interest Income	60,000	-	60,000	11,526	48,474	19%
Fund 30 - MAA Fund	5,443,010	-	5,443,010	1,165,662	4,277,348	21%
Grants Revenue	4,781,010	-	4,781,010	1,121,600	3,659,410	23%
Interest Income	662,000	-	662,000	44,062	617,938	7%
Fund 40 - General Fund Capital	239,000	-	239,000	-	239,000	0%
Grants Revenue	239,000	-	239,000	-	239,000	0%
Fund 50 - Debt Service	5,539,000	-	5,539,000	66,113	5,472,887	1%
General Property Taxes	5,449,000	-	5,449,000	41,697	5,407,303	1%
Interest Income	90,000	-	90,000	24,416	65,584	27%
DISTRICT REVENUES (All Funds)	83,743,675	-	83,743,675	3,215,871	80,527,804	4%



Expenses Quarterly Performance Report



DISTRICT EXPENSES BY FUND	FY24 Adopted Budget	FY24 Budget Adjustments	FY24 Amended Budget	YTD Encumbrances	FY24 Actual (through 9/30)	Budget Remaining of Amended (\$)	Budget Remaining of Amended with Encumbrances (\$)	FY24 Budget Spent of Amended (%)	FY24 Budget Spent of Amended with Encumbrances (%)	FY23 Budget Spent of Amended (%)	FY23 Budget Spent of Amended with Encumbrances (%)
Fund 10 - General Fund	45,488,494	76,500	45,564,994	3,759,253	10,256,905	35,308,089	31,548,836	23%	31%	24%	32%
Fund 20 - Hawthorn Fund	37,200	-	37,200	-	-	37,200	37,200	0%	0%	0%	0%
Fund 30 - MAA Fund	12,800,647	-	12,800,647	2,389,936	2,224,250	10,576,397	8,186,461	17%	36%	7%	28%
Fund 40 - General Fund Capital	9,831,776	(967,500)	8,864,276	520,620	540,708	8,323,568	7,802,948	6%	12%	3%	18%
DISTRICT EXPENSES (Subtotal)	68,158,117	(891,000)	67,267,117	6,669,809	13,021,863	54,245,254	47,575,445	19%	29%	18%	30%
Fund 40 - One Time Expenses	465,000	-	465,000	21,867	4,825	460,175	438,308	1%	6%	169%	682%
Fund 50 - Debt Service	14,171,263	-	14,171,263	-	10,873,181	3,298,082	3,298,082	77%	77%	78%	78%
DISTRICT EXPENSES (All Funds)	82,794,380	(891,000)	81,903,380	6,691,676	23,899,869	58,003,511	51,311,834	29%	37%	36%	45%

**FY24 Budget Performance Report - "Green Report" by Category
(through Sept 30)**

Attachment 5

DISTRICT EXPENSES BY FUND & CATEGORY	FY24 Adopted Budget	FY24 Budget Adjustments	FY24 Amended Budget	YTD Encumbrances	FY24 Actual (through 9/30)	Budget Remaining of Amended (\$)	Budget Remaining of Amended with Encumbrances (\$)	FY24 Budget Spent of Amended (%)	FY24 Budget Spent of Amended with Encumbrances (%)	FY23 Budget Spent of Amended (%)	FY23 Budget Spent of Amended with Encumbrances (%)
Fund 10 - General Fund	45,488,494	76,500	45,564,994	3,759,253	10,256,905	35,308,089	31,548,836	23%	31%	24%	32%
Personnel Services	32,164,503	-	32,164,503	122,565	8,131,132	24,033,371	23,910,807	25%	26%	26%	26%
Services and Supplies	13,323,991	76,500	13,400,491	3,636,689	2,125,773	11,274,718	7,638,029	16%	43%	17%	46%
Fund 20 - Hawthorn Fund	37,200	-	37,200	-	-	37,200	37,200	0%	0%	0%	0%
Services and Supplies	37,200	-	37,200	-	-	37,200	37,200	0%	0%	0%	0%
Capital/Fixed Assets	-	-	-	-	-	-	-				
Fund 30 - MAA Fund	12,800,647	-	12,800,647	2,389,936	2,224,250	10,576,397	8,186,461	17%	36%	7%	28%
Personnel Services	619,981	-	619,981	-	70,893	549,088	549,088	11%	11%	31%	31%
Capital/Fixed Assets	12,180,666	-	12,180,666	2,389,936	2,153,357	10,027,309	7,637,373	18%	37%	6%	27%
Fund 40 - General Fund Capital	9,831,776	(967,500)	8,864,276	520,620	540,708	8,323,568	7,802,948	6%	12%	3%	18%
Capital/Fixed Assets	9,831,776	(967,500)	8,864,276	520,620	540,708	8,323,568	7,802,948	6%	12%	3%	18%
DISTRICT EXPENSES (Subtotal)	68,158,117	(891,000)	67,267,117	6,669,809	13,021,863	54,245,254	47,575,445	19%	29%	18%	30%
Fund 40 - One Time Expenses	465,000	-	465,000	21,867	4,825	460,175	438,308	1%	6%	169%	682%
Fund 50 - Debt Service	14,171,263	-	14,171,263	-	10,873,181	3,298,082	3,298,082	77%	77%	78%	78%
DISTRICT EXPENSES (All Funds)	82,794,380	(891,000)	81,903,380	6,691,676	23,899,869	58,003,511	51,311,834	29%	37%	36%	45%

DISTRICT EXPENSES BY FUND & CATEGORY	FY24 Adopted Budget	FY24 Budget Adjustments	FY24 Amended Budget	YTD Encumbrances	FY24 Actual (through 9/30)	Budget Remaining of Amended (\$)	Budget Remaining of Amended with Encumbrances (\$)	FY24 Budget Spent of Amended (%)	FY24 Budget Spent of Amended with Encumbrances (%)	FY23 Budget Spent of Amended (%)	FY23 Budget Spent of Amended with Encumbrances (%)
Personnel Services	32,784,484	-	32,784,484	122,565	8,202,025	24,582,459	24,459,895	25%	25%	26%	26%
Services and Supplies	13,361,191	76,500	13,437,691	3,636,689	2,125,773	11,311,918	7,675,229	16%	43%	17%	46%
Capital/Fixed Assets	22,012,442	(967,500)	21,044,942	2,910,556	2,694,065	18,350,877	15,440,321	13%	27%	5%	23%
DISTRICT EXPENSES (Subtotal)	68,158,117	(891,000)	67,267,117	6,669,809	13,021,863	54,245,254	47,575,445	19%	29%	18%	30%
One Time Expenses	465,000	-	465,000	21,867	4,825	460,175	438,308	1%	6%	169%	682%
Debt Service	14,171,263	-	14,171,263	-	10,873,181	3,298,082	3,298,082	77%	77%	78%	78%
DISTRICT EXPENSES (All Funds)	82,794,380	(891,000)	81,903,380	6,691,676	23,899,869	58,003,511	51,311,834	29%	37%	36%	45%

**FY24 Budget Performance Report - "Green Report" by Department
(through Sept 30)**

Attachment 5

DISTRICT EXPENSES BY DEPARTMENTS (All Funds)	FY24 Adopted Budget	FY24 Budget Adjustments	FY24 Amended Budget	YTD Encumbrances	FY24 Actual (through 9/30)	Budget Remaining of Amended (\$)	Budget Remaining of Amended with Encumbrances (\$)	FY24 Budget Spent of Amended (%)	FY24 Budget Spent of Amended with Encumbrances (%)	FY23 Budget Spent of Amended (%)	FY23 Budget Spent of Amended with Encumbrances (%)
Administrative Services	9,192,833	-	9,192,833	445,596	2,713,056	6,479,776	6,034,180	30%	34%	31%	38%
Engineering & Construction	11,051,046	(1,130,500)	9,920,546	1,805,701	2,327,047	7,593,499	5,787,798	23%	42%	7%	18%
General Counsel	1,041,173	-	1,041,173	104,784	209,193	831,980	727,196	20%	30%	21%	26%
General Manager	2,567,282	-	2,567,282	207,494	467,149	2,100,133	1,892,638	18%	26%	19%	26%
Land & Facilities	18,918,414	-	18,918,414	1,533,660	3,391,385	15,527,029	13,993,368	18%	26%	23%	35%
Natural Resources	7,678,440	-	7,678,440	1,428,874	846,474	6,831,966	5,403,092	11%	30%	10%	32%
Planning	3,186,876	76,500	3,263,376	557,802	605,141	2,658,235	2,100,433	19%	36%	18%	44%
Public Affairs	1,725,382	-	1,725,382	347,575	446,696	1,278,686	931,111	26%	46%	23%	40%
Real Property	4,737,797	163,000	4,900,797	109,374	383,066	4,517,731	4,408,356	8%	10%	15%	21%
Visitor Services	8,058,876	-	8,058,876	128,947	1,632,657	6,426,220	6,297,272	20%	22%	20%	22%
DISTRICT EXPENSES (Subtotal)	68,158,117	(891,000)	67,267,117	6,669,809	13,021,863	54,245,254	47,575,445	19%	29%	18%	30%
One Time Expense: Fund 40	465,000	-	465,000	21,867	4,825	460,175	438,308	1%	6%	169%	682%
Debt Service	14,171,263	-	14,171,263	-	10,873,181	3,298,082	3,298,082	77%	77%	78%	78%
DISTRICT EXPENSES (All Funds)	82,794,380	(891,000)	81,903,380	6,691,676	23,899,869	58,003,511	51,311,834	29%	37%	36%	45%



Midpeninsula Regional
Open Space District

R-23-133
Meeting 23-32
November 8, 2023

AGENDA ITEM 4

AGENDA ITEM

Annual Dedication Report of Certain Lands of the Midpeninsula Regional Open Space District

GENERAL MANAGER'S RECOMMENDATION *deur*

Accept the annual report on the status of dedicated interests in lands of the Midpeninsula Regional Open Space District held for public open space purposes.

SUMMARY

In accordance with the Midpeninsula Regional Open Space District's (District) *Policy for Dedication of District Lands*, adopted in January 1986 (Attachment 1), an annual report of the status of District lands as dedicated or undedicated is prepared each year. To date, 60.35% of District lands are dedicated. Based on an annual, parcel-specific analysis of District property, no additional land is recommended this year for dedication.

BACKGROUND

In accordance with the *Policy for Dedication of District Lands*, the Board of Directors (Board) receives an annual report indicating the status of District lands as dedicated or undedicated as of December 31st of the reporting year. The annual report may also contain recommendations for additional dedication of specific District properties or interests in lands. Upon dedication, those properties effectively become permanently protected, and the District voluntarily eliminates its ability to sell or otherwise convey those dedicated properties without voter consent, except under narrow statutory exceptions. The exceptions are referenced in the District's enabling legislation within Public Resources Code Section 5540. The statutory exceptions only permit the following: (a) exchanges of dedicated land of equal or greater open space value not to exceed a total of 40 acres in a calendar year, or (b) the transfer of land to another government agency upon the condition that the land will continue to be protected as open space in perpetuity.

Undedicated lands within District boundaries are reserved for future dedication to park and/or open space purposes, but only after the necessary planning, boundary adjustments, provision for permanent access, and other changes in configuration, which may involve the disposal or exchange of interests in all or portions of such lands, have been completed. Retaining certain lands in an undedicated status is often in the public's best interest as this affords maximum flexibility to achieve these modifications and secure the rights necessary for priority goals such as wildlife and trail connectivity. In the interim, undedicated District lands may be used for park or open space purposes within the meaning of Section 5540 of the Public Resources Code.

When considering the adoption of a Use and Management Plan for an open space property or preserve, the Board determines whether the underlying land is to be dedicated at the time of the annual report or to be withheld until a later time, such as when comprehensive planning has been completed. Dedication status is also reviewed as part of the regular land use and management planning process, such as approval of a Site Plan, Preserve Plan or Master Plan. When approving such plans, the Board may adopt a motion of intention to dedicate at that time or to withhold dedication until a future time. Another factor for consideration is when a granting agency requires land dedication as a condition of funding support.

DISCUSSION

Dedication Status Summary

The table below provides a summary of the dedication status of District lands. Only those lands for which title has passed to the District on or before November 8 are included in the acreage totals. The interests in land that the District holds, i.e., fee title, easement, or other (lease, management agreement, etc.), are included in the table. Rights of first refusal and/or reversions to the District are not included.

Dedication Status of District Lands

<i>Land Interests of the District</i>		<i>Acres</i>
Fee Title Interests		65,163.11
Lesser Interests		7,076.29
Total District Interests		72,239.30
Lands with lesser interest that prevent dedication*		3,771.56
Total acres of lands with marketable interests		68,467.74
<i>Dedication status of lands with marketable interests</i>	<i>Percentage</i>	<i>Acres</i>
Dedicated lands	60.35%**	41,320.15
Undedicated lands	39.65%	27,147.59
Total acres of lands with marketable interests	100.00%	68,467.74

*Lands with lesser interest include lands protected by District funding contributions and long-term agreements with other agencies.

**Includes all dedicated lands (fee title, easements on public and private lands, leases and CC&Rs). 64.18% of lands held in fee title interest are dedicated.

Open Space Lands Acquired and/or Protected since January 25, 2023

The last annual report was presented to the Board on January 25, 2023 (R-213-03). The table below reports total lands with District interests acquired since January 25, 2023, including those that have closed escrow or been protected through other methods as of November 8, 2023.

Lands with District Interests Acquired and/or Protected since January 25, 2023 that have Closed Escrow as of November 8, 2023

<i>Year</i>	<i>Property Name</i>	<i>Interest Type</i>	<i>Acres</i>	<i>Appraised Value</i>	<i>District Expenditure</i>	<i>Partner funds, exchanges, grants or gifts</i>
2023	Cloverdale Ranch OSP, Phase I	Fee	1,804	\$21,650,000	\$2,571,718	\$1,428,282

2023	Cloverdale Ranch OSP, Phase II	Fee	3,300	\$31,733,000	\$2,200,000	\$8,500,000
2023	Cloverdale Ranch OSP, Phase III	Option Agreement and Lease & Management Agreement	1,156	\$500,000	\$500,000	\$0
2023	South Cowell, POST's 33% Interest	Fee	3.45	\$1,251,000	\$1,251,000	\$0
2023	Vielbaum	Fee	40.83	\$163,000	\$163,000	\$0
Total			6,304.28	\$55,297,000	\$6,685,718	\$9,928,282

Dedication Recommendations for 2023

The District annually conducts a parcel-specific analysis to provide dedication recommendations. The analysis includes consideration of criteria identified in the governing policy (Attachment 1). Staff also considers preserve parcel configuration, surrounding land use, pending negotiations for adjacent acquisitions, project coordination with partner agencies, and other relevant factors. Based upon the analysis conducted, there are no lands suitable for dedication at this time.

Recommendations for Later Dedication

Pockets of undedicated lands occur throughout the District, but the majority of undedicated District lands lie within La Honda Creek and Sierra Azul Open Space Preserves (OSP).

At La Honda Creek OSP, 48% (3,038.61 acres) of the 6,333.7-acre preserve is undedicated. Development of public access improvements are underway in the Preserve. When the 2012 Master Plan is amended to include property acquired since 2012, and public access improvements are completed, the status of undedicated lands will be reevaluated.

At Sierra Azul OSP, 71.8% (13,980.12 acres) of the 19,478.67-acre preserve is undedicated. Completion of the Sierra Azul OSP Master Plan was deferred to allow for a focused implementation of the Mount Umunhum Public Access and Environmental Restoration Project. When long-term management goals for the entire Preserve are approved, the status of undedicated lands will be reevaluated.

FISCAL IMPACT

Acceptance of the Annual Dedication Report has no immediate fiscal impact.

PRIOR BOARD AND COMMITTEE REVIEW

None

PUBLIC NOTICE

Public notice was provided as required by the Brown Act.

CEQA COMPLIANCE

This item is not a project subject to the California Environmental Quality Act.

NEXT STEPS

In December 2024, Real Property staff will review with other Departments the District lands that may be suitable for dedication in the future and provide these findings as part of the 2024 Annual Dedication Report.

Attachment(s)

1. Policy for Dedication of District Lands

Responsible Department Head:

Allen Ishibashi, Real Property Manager

Prepared by:

Aaron Peth, Real Property Planner, Real Property

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
ADOPTING AN AMENDED POLICY FOR THE DEDICA-
TION OF DISTRICT LANDS

POLICY FOR DEDICATION OF DISTRICT LANDS

WHEREAS, this Board desires to reaffirm and memorialize its policy concerning the status of District lands, now owned or later acquired, with respect to the distinction between dedicated and non-dedicated land:

NOW, THEREFORE, BE IT RESOLVED that the policy of the Midpeninsula Regional Open Space District concerning the status of land it owns or administers is as follows:

1. Dedicated Land. Dedicated land means all real property or interests therein, formally dedicated for park or open space, or both, purposes by resolution of this Board.

2. Undedicated Land. Undedicated land means all real property, or interests therein, that is not "dedicated land" as defined above. Undedicated land shall be considered to be held in a "planning reserve" status and shall not be considered to be dedicated for park or open space, or both, purposes within the meaning of Section 5540 of the Public Resources Code.

Normally, undedicated lands within the District's boundaries will be held for future dedication to park or open space, or both, purposes, but only after the necessary planning, boundary adjustments, provision for permanent access and other changes in configuration, which may involve the disposal or exchange of interests in all or portions of such lands, have been completed. Nevertheless, undedicated land may be used on a limited basis for park or open space, or both, purposes within the meaning of Section 5540 of the Public Resources Code.

At the time of adoption of the Interim Use and Management Plan following acquisition, the Board shall decide by adopted motion whether or not the acquired parcel of land is intended to be dedicated at the time of the annual report described below. The status of each such parcel shall also be reviewed as part of the regular land use and management planning process, and the Board may then adopt a motion of intention to dedicate at the time of the annual report.

An annual report shall be made in December of each year showing which District lands are in planning reserve status. At that time, the Board of Directors will normally dedicate by resolution any lands which it deems appropriate, but may also dedicate lands at any other time.

3. Transfer-Dedicated Land. Dedicated land may not be conveyed except as provided in Section 5540, Section 5540.5 or Section 5540.6 of the Public Resources Code.

4. Transfer-Undedicated Land. Undedicated land may be conveyed, transferred, leased, or disposed of at the sole discretion of the Board of Directors.

5. This resolution supercedes Resolution 79-54.



Midpeninsula Regional
Open Space District

R-23-137
Meeting 23-32
November 8, 2023

~~SPECIAL MEETING~~ AGENDA ITEM 15

AGENDA ITEM

Highway 35 Multi-use Trail Crossing and Parking Feasibility Study at Purisima Creek
Redwoods Open Space Preserve

GENERAL MANAGER'S RECOMMENDATION *den*

Accept conceptual parking design Option A.2 (upper and lower parking area expansion with two-way circulation and the associated multi-use trail crossing location and design) as the project description and scope to initiate environmental review under the California Environmental Quality Act for the Highway 35 Multi-use Trail Crossing and Parking Project.

SUMMARY

The Highway 35 Multi-Use Trail Crossing and Parking Feasibility Study (Project) is a partnership between the Midpeninsula Regional Open Space District (District), San Francisco Public Utilities Commission (SFPUC), Bay Area Ridge Trail Council (Ridge Trail Council) and Peninsula Open Space Trust (POST). The Project is evaluating a multi-use trail crossing location over Highway 35 and connector trail in the northeastern reaches of Purisima Creek Redwoods Open Space Preserve (Purisima, Preserve), as well as the potential expansion of the existing North Ridge parking area.

On April 4 and July 25, 2023 ([R-23-38](#), [R-23-87](#)), the Planning and Natural Resources Committee (PNR) provided feedback on the Project's opportunities and constraints analysis, location of a feasible highway crossing, and conceptual parking design options for the Purisima North Ridge parking area. The PNR recommended parking concept Option A.2 as the preferred parking option due to the two-way circulation, greatest increase in onsite parking, and ability to implement Transportation Demand Management (TDM) strategies.

BACKGROUND

The District is conducting a feasibility study to identify a trail crossing location from the Purisima North Ridge parking area across Skyline Boulevard (Highway 35) to connect existing segments of the Bay Area Ridge Trail within Purisima, west of Highway 35, to a new segment of the Bay Area Ridge Trail planned on the east side of Highway 35 (Ridge Trail Extension). The feasibility study also analyzes the potential expansion of the North Ridge parking area to serve visitors to both the existing Preserve trailhead and to the proposed Ridge Trail Extension.

Project Goals

The intent of the Project is to enhance regional connectivity through a multi-use trail crossing that will allow access to trails on both sides of Highway 35 and to identify ways to reconfigure and increase parking capacity at the North Ridge parking area. Project goals and strategies have been identified to guide the development of Project elements and evaluate Project success.

Goal 1: Support the implementation of the regional Bay Area Ridge Trail.

Strategies:

- Identify a multi-use trail crossing and trail spur location to connect the SFPUC's new segment of the Bay Area Ridge Trail to the Preserve and the existing Ridge Trail segment within the Preserve.
- Maximize safety and minimize neighbor impacts when evaluating multi-use trail crossing locations and infrastructure.
- Develop the multi-use trail crossing and spur trail to accommodate low-intensity recreational use by hikers, bicyclists and equestrians, consistent with Bay Area Ridge Trail corridor goals.
- Collaborate with partner agencies to complete the planning, design and implementation of the multi-use trail crossing and spur trail.

Goal 2: Improve public access and visitor experience at Purisima's North Ridge trailhead using ecologically sensitive design, construction practices, and long-term maintenance and management.

Strategies:

- Add parking capacity through the reconfiguration of existing parking spaces and expansion of the North Ridge Parking Area.
- Improve the existing trailhead amenities, such as replacing the existing restroom with a new Americans with Disabilities Act (ADA) compliant vault restroom, replacing dated signboards with current standard design, and adding bicycle parking.
- Incorporate Transportation Demand Management Strategies consistent with the Board-approved Purisima Multimodal Access Study.
- Design recreational amenities to protect the scenic corridor.
- Maximize safety and minimize neighbor impacts when evaluating the multi-use trail crossing, parking enhancements and vehicle circulation.
- Maintain routine patrols and maintenance and use adaptive management to address unforeseen issues that arise from increased visitation to the North Ridge trailhead.

The Project site includes an area west of Highway 35 within Purisima, comprised of the existing North Ridge parking area and adjacent open areas west of the parking area (see Attachment 1). The Project site also includes the Caltrans Highway 35 right-of-way and approximately four acres of SFPUC Watershed lands east of Highway 35 for the spur trail study area.

The North Ridge parking area and trailhead is the northernmost entry point into Purisima, located along Highway 35, providing public access to hiking, biking, and equestrian trails within the Preserve. The existing North Ridge parking area is an unstriped gravel lot with 41 standard parking spaces and 2 ADA parking spaces (see Attachment 2). Equestrian parking at the North Ridge lot is accommodated along the northwest boundary of the parking area, with space for approximately two equestrian trailers. The North Ridge trailhead includes standard amenities such as an equestrian hitching post, map and sign boards, a boot brush, and a single-stall vault restroom. As with many other District Preserves, the North Ridge trailhead receives peak

visitation on weekends and the parking area, which currently only serves visitors to Purisima, frequently reaches capacity during peak visitation periods.

Adjacent to the North Ridge parking lot is an open, flat area (upper expansion area) that is available as a helicopter landing zone for CalFire emergency response. Further west of this open area, the land slopes down and levels out to another open, flat area (lower expansion area) adjacent to a District employee residence. This lower expansion area can be accessed from the existing North Ridge parking lot via a separate driveway along the Preserve's north property boundary. Both the upper and lower expansion areas have been previously disturbed, and the upper expansion area has occasionally been used for overflow parking for community events, such as the Kings Mountain Art Fair.

Purisima contains existing segments of the Bay Area Ridge Trail, of which these segments contribute to over 400 miles (and counting) of existing multi-use trail that follow the ridgelines encircling the San Francisco Bay. A new alignment of the Bay Area Ridge Trail (Ridge Trail Extension) is being constructed on SFPUC Watershed lands east of the North Ridge trailhead, with an estimated completion date in late 2024. This poses an opportunity to connect Purisima and its Bay Area Ridge Trail segment to the new Ridge Trail Extension through the Project's multi-use trail crossing on Highway 35. With a multi-use trail crossing, the North Ridge parking area can also serve as the southern staging area for the Ridge Trail Extension.

DISCUSSION

Technical Studies

District staff contracted with professional consulting firms to complete various technical studies to analyze the biological, historic, cultural, traffic, geotechnical, and topographic characteristics of the Project area. The biological survey did not uncover any special-status wildlife species or other sensitive biological resources within the Project area. Analysis from a Pathogens Risk Assessment found that the Project area within Purisima has relatively low levels of contamination risk, while areas east of Hwy 35 are highly receptive to potential contamination and are considered sensitive sites. The cultural and historic resource surveys did not identify any known archaeological or historic resources within or in the vicinity of the Project site, although staff will coordinate with the appropriate tribes to receive guidance during the CEQA environmental review process on addressing a potential discovery/unearthing of cultural resources. A topographic survey and geotechnical recommendations report did not uncover any issues for construction of a parking area in the upper or lower expansion areas.

A traffic study was conducted by TJKM Transportation Consultants (TJKM) to evaluate the sight distance conditions for the two existing parking area driveways and the feasibility/design of a new on-grade trail crossing on Highway 35. Data collected in April 2022 was used to determine if adequate sight distance is available for vehicles exiting the existing driveways, and if northbound and southbound vehicles on Highway 35 have adequate stopping sight distance for a new on-grade trail crossing. TJKM also reviewed five years of traffic collision data within the vicinity of the project site to inform the final recommendations. Based on the available information, TJKM concluded that there is a feasible on-grade trail crossing location immediately adjacent to the existing exit driveway. TJKM recommends improvements within the right-of-way to maintain site distances and enhance visibility of the crossing. Furthermore, TJKM concluded that the existing driveway is the most favorable configuration for ingress and egress. TJKM sought concurrence from the California Department of Transportation (Caltrans)

on their findings and recommendations. Caltrans reviewed the findings and requested additional information in the final report, which was provided by TJKM. Caltrans does not have any further comments at this time. Additional coordination with Caltrans will be required for future encroachment permits, which would occur after a Board-selected alternative is analyzed as part of the CEQA environmental review process. Additional details of the recommended crossing location and roadway improvements are shown in Attachment 3.

Related Studies and Transportation Demand Management (TDM) Strategies

The Purisima Multimodal Access Study was approved by the Board on November 9, 2022, which recommends TDM strategies both specific to the Purisima North Ridge parking area and Preserve-wide. The expectation is that many of these strategies are suitable for the North Ridge trailhead site and can be incorporated into the design and long-term management of the parking area, where one or more of these strategies may be implemented concurrently:

Highest priority TDMs

- Peak period parking reservations/priority parking
- Bicycle parking and facilities (including bicycle repair stations)
- Temporarily redesignate spaces on specific days/times to best meet demands
 - May include designating special parking areas temporarily for carpool, equestrian, or other uses
- Real-time parking lot occupancy sensors and signage
- Electric Vehicle (EV) charging infrastructure

Lower priority TDMs

- Vehicle wayfinding signage
- Clearly identify permitted on-street / shoulder parking
- Accommodate future shuttle / transit systems

Site Opportunities and Constraints

Opportunities and Constraints for the Project were developed by analyzing the results of the technical studies and identifying site conditions that need to be considered for the multi-use trail crossing, spur trail, and North Ridge parking expansion (see Attachment 9). Key opportunities and constraints are summarized below.

Natural Resources:

The biological survey did not uncover any special-status wildlife species, nesting birds or raptors, aquatic resources, roosting bats, or other sensitive biological resources within the Project area. Best Management Practices (BMPs) are recommended to avoid construction impacts to nearby biological resources, including nesting bird surveys, San Francisco dusky-footed woodrat midden avoidance buffer, marbled murrelet avoidance and mitigation measures, BMPs to prevent *Phytophthora* and other pathogen contamination, and BMPs related to construction runoff and drainage.

Public Access:

The traffic study identified a suitable multi-use crossing location on Highway 35 as well as roadway improvements to establish a safer crossing with sufficient lines of sight at the proposed crossing location. Two onsite parking expansion sites are located adjacent to the North Ridge parking area; expansion of the parking area coupled with TDM strategies would alleviate parking demands and potentially meet anticipated parking needs at the North Ridge trailhead.

Local and Regional Connectivity:

Existing segments of the Bay Area Ridge Trail within Purisima can be accessed from the North Ridge trailhead, which makes a multi-use trail crossing at Highway 35 from the planned Ridge Trail Extension to the North Ridge trailhead a natural and direct connection point.

Cultural and Historic Resources:

The cultural resources survey did not identify any previously recorded cultural resources within the Project area and no archaeological resources were encountered during the pedestrian survey. Aside from consultations with Native American tribes for review of the preliminary concept plans and during the CEQA environmental review process, no further action is recommended regarding cultural or archaeological resources. The historic resource evaluation for the onsite employee residence found that the structure was not eligible for listing at the local, state, or national level and no further action is necessary for this structure (the residence would remain in place and continue to be used as an employee residence).

Aesthetics:

Highway 35 is a state scenic highway and subject to both State of California and San Mateo County policies regulating development along scenic corridors. An existing vegetated barrier that serves as a partial screen lies between the Caltrans right-of-way and the existing parking area. Although the Project will direct new development (parking expansion areas and vault restroom) away from the Highway 35 scenic corridor zone, the upper parking expansion area and replacement vault restroom (which will be relocated to more central site for improved ADA accessibility) may be partially visible from the highway. The lower parking expansion area is set further back from the roadway and at a lower elevation as compared to the existing parking area, making this area less visible from Highway 35.

Operations and Maintenance:

The North Ridge trailhead has available electrical and cellular service, which could support new parking area amenities and infrastructure, such as electric vehicle charging and real-time parking sensors. The existing vault restroom is in deteriorating condition and requires replacement with an ADA-accessible model and ADA accessible path. Staff have reached out to the agencies and organizations that may utilize the landing zone at the upper expansion area, including CalFire, San Mateo County Fire, and the Kings Mountain Volunteer Fire Department. These organizations are aware of the Project and have not requested further coordination at this time. In addition, there are other landing zones located in the vicinity of the Project area that are currently used by these organizations. These nearby alternative landing zone locations include private properties on Cyprus Ridge Road, less than a mile north of the Project site, and Tunitas Creek Road, approximately two miles south of the Project site. The nearest alternative landing zone on District lands is located at El Corte de Madera Creek Preserve, approximately five miles south of the Project site. Should a Project alternative be selected for CEQA review that would change the use of the landing zone, District staff will engage in additional coordination with these agencies to confirm the landing zone can be formally retired.

Public Engagement

From 2021 to 2023, the District engaged with stakeholder groups and partners as part of Project-focused meetings and at meetings that included the Purisima-to-the-Sea project and the Purisima Multimodal Access Study. These engagement activities were used to gather feedback on existing challenges at the North Ridge parking area, desired amenities that should be considered for this

parking area, as well as parking area conceptual designs. The feedback received is incorporated into the opportunities and constraints analysis. Prior key engagement activities include:

- Kings Mountain Association – July 24, 2021, March 15, 2022 and November 9, 2022
- Midcoast Community Council – February 23, 2022
- Peninsula Trails Team (comprised of regional trails partners and public land managers) – October 19, 2022
- Fisher Investments (neighboring property) – November 9, 2022
- Stakeholder group meetings – November 15, 2022 and 17, 2022
- Virtual public meeting – June 7, 2023

In addition, preliminary Project information was shared at many community events between 2021 and 2023 for the Purisima Multimodal Access Study and Purisima-to-the-Sea projects, including, but not limited to farmer’s markets, community council meetings, advisory council meetings, and District-led open houses.

A summary of the feedback received across the public engagement meetings and during PNR Committee meetings is included in the table below:

Table 1. Public Feedback

Theme/Topic	General Feedback/Comments
Conceptual Parking Design Options	• Support for options A.2 (Upper & Lower Expansion, Two-Way Circulation), B.1 (Upper Only, One-Way Circulation), and B.2 (Upper & Lower Parking Expansion areas, One-Way Circulation). • A neighbor shared concerns about the change to the “serenity” of the neighborhood setting with the parking changes. • Concern regarding shoulder parking on Highway 35. Some suggestions included removing these altogether for safety concerns or formalizing (striping) these spaces to prevent cars parking inappropriately on the highway shoulder. In particular, the location of the three shoulder spaces south of the parking area entrance would make it difficult for cars to get back into the parking area if these were occupied.
Equestrian Parking/Access	• Neighbors and equestrians both shared that few equestrians currently visit the North Ridge trailhead due to a lack of designated equestrian parking. Equestrians supported the inclusion of designated equestrian parking spaces and said they appreciated being considered in the planning process and would use these equestrian parking if provided. • Proximity of equestrian parking to standard vehicle parking is not a significant safety concern and the different types of parking do not necessarily need to be separated. For example, equestrian parking at Rancho San Antonio is located next to standard vehicle parking and gets a good amount of foot traffic. • Two designated equestrian spaces at North Ridge may be sufficient. Providing four equestrian spaces would make it much easier for equestrians to count on available parking but they may not be regularly occupied.

	• An equestrian suggested waiting to implement an equestrian parking reservation system at North Ridge until staff can confirm this is needed or would be utilized. • Enforcement of equestrian parking areas should be considered so that standard vehicles do not use this space.
Transportation Demand Management (TDM) Strategies	• If two designated equestrian parking stalls are provided, another two stalls could be provided as flexible stalls for larger vehicles that could be used by either equestrians, bicycling groups transporting bikes and other gear, or school/educational programs, etc. These flexible spaces could also be reserved to allow groups to plan their outings to the North Ridge trailhead.
Circulation	• Consider how one-way circulation through the parking area will interfere with traffic on Highway 35. Anticipate that cars may back up on the highway if a vehicle stops at the parking entrance or if vehicles circle back into the parking area. • Suggestions to remove shoulder parking on Highway 35 and use that space for vehicles to loop around the parking area.
Highway Crossing/Traffic Recommendations	• Neighbors expressed concerns about the safety of an on-grade trail/road crossing due to excessive speeding on Highway 35 (especially on weekends) and the road curvature. • A neighbor suggested a tunnel for a safe crossing and lights should not be used for the crossing. • Equestrians shared that they have used similar equestrian/pedestrian crossings on Highway 50 and other highways that could be perceived as “unsafe” for trail crossings. The equestrians appreciate these crossings, which are not highly used but necessary for equestrians to connect to county parks and equestrian facilities. • Important to consider who will be using the crossings and how much traffic is expected on the highway to balance the risk of formalizing an on-grade crossing. • Concerns regarding line of sight and the time it will take for larger, slower vehicles (such as equestrian trailers) to turn out of the parking area and onto Highway 35. • Concerns related to foggy conditions along Highway 35 that will reduce visibility. • Better/clearer roadway parking signage can discourage parking along the roadway, which is impacting neighboring properties. • Multiple suggestions for additional warning features, including crossing lights and pavement markings (although acknowledging that designs will ultimately be determined by Caltrans). • Interest in keeping the crossing consistent with the rural character of the area.
General/Amenities	• General support for the Project if concerns are addressed. • New regional trail connection may increase traffic and trash. • Support for the proposed trailhead amenities and two restroom stalls. • Suggestion to include emergency response information on trailhead signage.

Conceptual Parking Area Design Options

Staff prepared four conceptual parking area design options, which strive to accommodate the increased demand for access to the Preserve from hikers, equestrians, and bicyclists while minimizing neighbor and environmental resource impacts. Each option will meet or exceed accessibility requirements under the ADA.

The parking area, in all configurations shown, would have over 5,000 square feet of impervious area and therefore require Low Impact Development (LID) measures in compliance with the Municipal Regional Stormwater Permit. Although not shown, each design would include LID measures such as bio-swales, detention basins, or pervious pavements; the details of which will be developed through the design process in association with the type of paving surface selected.

Similarly, the striping shown in each conceptual design option is intended to convey the intent of circulation and function; the final striping plan and type of striping will be developed through the design process. Staff recommends the striping comply with industry standard marking conventions, such as straight white parking space lines, rather than decorative or illustrative parking space lines to minimize installation and maintenance costs. Moreover, standard conventions are the norm for drivers and support good compliance.

Furthermore, it should be noted that each design option includes the recommendations of the traffic engineering study to maintain existing entrance and exit driveways, locate an on-grade crossing adjacent to the exit driveway, establish a no-parking zone along the western side of Skyline Boulevard and formalize shoulder parking at designated spaces (approximately six standard vehicle spaces). The final design solution for the on-grade trail crossing and parking improvements located within the highway right-of-way will be at the discretion of Caltrans through the encroachment permit process.

Four conceptual parking design options were presented to the Planning and Natural Resources (PNR) Committee on July 25, 2023 and the PNR selected Option A.2 as the preferred option for full Board's consideration.

Option A.2 Upper & Lower Expansion, Two-Way Circulation (Preferred Option)

This design option proposes to improve the upper area for standard vehicle parking and develop the lower expansion area for designated equestrian parking. It includes a main parking aisle with approximately 51 parking spaces and two-way vehicle circulation within the aisle as well as a second row of parking spaces with approximately 23 stalls and one-way vehicle circulation. This option provides the greatest amount of onsite parking with approximately 74 passenger vehicle spaces in the upper area and 2 to 3 equestrian spaces in the lower area (see Attachment 4). A new driveway would be constructed down to the lower area to allow equestrian vehicles to “pull-through” when parking. Equestrian parking is appropriate for the lower area because it offers the most separation between horses and other user groups and, based on the number of spaces available for use, offers the lowest volume of visitors adjacent to the employee residence. New vegetation would buffer the employee residence from the parking area. The second aisle can flexibly meet TDM strategies, including priority / reservation parking. Access to this aisle could be managed with a gate or kiosk if deemed appropriate. In this design option, the restroom can be located at the current, south end of the area near the existing trailhead, or relocated to the north end of the parking area, where there is more space for staging. The approximate footprint of drivable surface is 39,500 square feet. An ADA path of travel is provided on the west side of

the upper parking area that connects to the Highway 35 crossing and restroom option #2 on the north end of the parking area, and to the ADA parking spaces and restroom option #1 on the south end of the parking area. A new vehicular connection to the employee residence would be created off the one-way aisle constructed through the lower area.

Option A.1 Upper Expansion Only, Two-Way Circulation

This design option proposes to improve the upper area only (see Attachment 5). It includes a main parking aisle with approximately 50 parking spaces and two-way vehicle circulation within the aisle. This is very similar to the current parking configuration, but with more effective use of the space. A second one-way aisle is proposed with approximately 4 equestrian parking spaces and ample adjacent space for horse staging. Similar to Option A.2, TDM strategies could be implemented in the second aisle of the upper area. Pedestrian circulation and restroom locations are generally consistent with Option A.2. The approximate footprint of drivable surface is 25,000 square feet.

Option B.1 Upper Expansion Only, One-Way Circulation

Design Option B.1. has the smallest footprint and lower construction costs (see Attachment 6). This option proposes one-way vehicle circulation and angled parking spaces for approximately 41 passenger vehicles in the main aisle. Consistent with Option A.2, a second aisle is proposed with approximately 4 equestrian parking spaces, which can flexibly meet TDM strategies. Pedestrian circulation and restroom locations are generally consistent with Option A.2. The approximate footprint of drivable surface is 22,500 square feet.

Option B.2 Upper & Lower Expansion, One-Way Circulation

This design expands on option B.1 by relocating the equestrian parking to the lower expansion area and introducing a second row of angled passenger vehicle spaces in the upper area (see Attachment 7). Approximately 61 passenger vehicle spaces can fit in the upper area, with 2 to 3 equestrian spaces down below via a new one-way driveway. Similar to Option A.2, new vegetation would buffer the employee residence from the parking area and a new vehicular connection created to the residence. Pedestrian circulation and restroom locations are generally consistent with Option A.2. The approximate footprint of drivable surface is 34,750 square feet.

Phasing

Implementation of any parking design option, including Option A.2 can be phased. For example, option A can be implemented as phase A.1 initially. Once additional capacity is needed, option A.2 can be implemented with little change or reconstruction of the A.1 improvements.

Preliminary Cost Estimate in Current Dollars

Preliminary estimates are shown below that compare the probable construction costs for each design option (see Table 2). Estimates are based on the findings of the site assessments, technical studies, and recommended construction methods. The estimates provide a rough order of magnitude cost, commiserate with the limited amount of information available in the current design. Each estimate includes the components shown in the attached conceptual designs, including parking and circulation improvements, TDM strategies, trailhead amenities, on-grade crossing infrastructure, and right-of-way improvements. Many factors will impact the final construction costs, including design changes, permit conditions, and fluctuations in material and labor costs. The estimates were prepared using current 2023 dollar values because the target construction date has not yet been identified.

Table 2. Design Concept Summary

	Existing		Option A.1		(Preferred) Option A.2		Option B.1		Option B.2	
	Cars	Eq.	Cars	Eq.	Cars	Eq.	Cars	Eq.	Cars	Eq.
Existing Lot + Upper Area	41*	0*	50	4	74	0	41	4	61	0
Lower Expansion Area	0	0	0	0	0	2	0	0	0	2
Hwy 35 Shoulder	10	0	3	0	3	0	3	0	3	0
Total	51	0	53	4	77	2	44	4	64	2
Impervious Area	17,490 sf		25,000 sf		39,500 sf		22,500 sf		34,750 sf	
Preliminary Cost Estimate	n/a		\$2,135,000		\$3,050,000		\$2,025,000		\$2,838,000	

*Although the existing parking lot can accommodate equestrian parking, it does not provide designated equestrian parking spaces. Existing capacity is approximately 26 cars and 2 equestrian spaces.

Cars = Standard vehicle parking stalls, 9' x 18'

Eq. = Designated equestrian trailer parking stalls, 12' x 55'

sf = Square feet

Each option is intended to support the project's goals and strategies. A comparison of the conceptual parking area design alternatives is shown in Attachment 8. The criteria used to compare the options include value, impact to site, integration of TDMs, alignment with Project goals and policies, and public support.

Feedback on the Project from two PNR Committee meetings is summarized in Table 3. Staff developed the four conceptual parking design options after receiving preliminary feedback from the PNR Committee meeting on April 4, 2023 and presented the concept designs to the PNR at the July 25, 2023 Committee meeting. The four conceptual design options show different combinations of circulation, development footprints, total parking counts, and location options for designated equestrian parking stalls. At the July meeting, PNR expressed support for parking concept Option A.2 due to the two-way circulation design and ability to provide the greatest increase in on-site parking spaces (including designated equestrian spaces). In addition, Option A.2 supports future implementation of TDM strategies by incorporating a second drive aisle for controlled access for uses such as carpool, reservation, and/or flexible parking areas. PNR also recommended that shoulder parking on Highway 35 be reduced from what was shown in the concept designs due to public concern about safety and circulation within the highway right-of-way. Based on this feedback, staff updated the concept designs to remove three parking stalls in the Highway 35 right-of-way, south of the parking area entrance. This recent change is incorporated in this report and in the attachments.

PNR also provided feedback on the multi-use trail crossing location, acknowledging safety concerns from the public and that specific design considerations for the on-grade crossing be discussed with Caltrans during the permitting phase of the Project.

A summary of the PNR feedback received in April and July 2023 is provided below.

Table 3. PNR Committee Feedback (April 4, 2023 & July 25, 2023)

Theme/Topic	General Feedback/Comments
Conceptual Design Options*	• Support for Option A.2 due to its loop capability within the parking area (through upper and lower expansion areas) and greatest amount of onsite parking (to address growing parking demand and shift parking away from the highway shoulder). • Interest in parking reconfiguration options with and without expansion into the lower area near the District residence. • Interest in having the lower expansion area be for equestrian parking, as long as screening is provided for the adjacent residence. • Interest in increasing equestrian parking in the lower expansion area (shown in Options A.2 and B.2) from two to three spaces, if possible • Preference to remove shoulder parking along Highway 35 south of the parking area entrance.
Equestrian Parking Demand	• Consider the demand for equestrian parking at the North Ridge trailhead (a range of 2-4 designated equestrian spaces requested). • Possibility of a reservation system for equestrian parking to insure equestrian trailer space is available.
Highway Crossing/Traffic Recommendations	• Concerns regarding parking area circulation that encourages vehicles to loop onto Highway 35 to look for parking. Although, this may not be preventable regardless of parking area circulation.
Transportation Demand Management (TDM) Strategies	• Support for parking reservations and flexible parking areas for part of the parking area. More information is needed regarding equity considerations for visitors with limited access to technology and understanding the success of parking reservation systems at other parks/preserves. • Consider where a shuttle stop could be incorporated at this location, such as on the highway shoulder or within the parking area. • More information is needed about the required space for a potential shuttle drop-off and pick-up area and whether a shuttle could circulate through the parking area. If a shuttle stop is not provided, visitors may “self-shuttle” by parking cars at two parking areas. • Bike racks and other bike facilities may not need to be prioritized at the North Ridge trailhead since not many people will ride their bikes to the preserve. • Need to consider if/how many electric vehicle (EV) spaces are necessary given the limited size of the parking areas, and how the addition of this infrastructure may increase parking demand due to decreased general parking spaces.
General/Amenities	• Suggestion to identify the best site for the restroom of the two options.

*Conceptual parking design options were developed after the April 4th PNR meeting and shared at the July 25th PNR Committee meeting.

FISCAL IMPACT

There is no immediate fiscal impact associated with the recommendation. The Fiscal Year 2023-24 (FY24) budget includes \$90,000, which covers design development to inform the CEQA

environmental review process. Funds for permitting and construction will be recommended in a future fiscal year as a part of the annual Budget and Action Plan process.

This project is not currently funded by Measure AA as it is still within a feasibility stage. However, implementation of capital improvements may be eligible for Measure AA funding reimbursements in the future.

PRIOR BOARD AND COMMITTEE REVIEW

September 29, 2020: The Legislative, Funding and Public Affairs Committee (LFPAC) reviewed a partnership agreement and recommended Board adoption of a resolution authorizing the General Manager to accept \$114,000 in grant funding from the SFPUC for the Project.

- [Board Report \(R-20-101\)](#)
- [Minutes](#)

October 28, 2020: The Board adopted a resolution authorizing the General Manager to accept grant funding for the Project.

- [Board Report \(Res. 20-32\)](#)
- [Minutes](#)

April 4, 2023: PNR received a presentation on the Project and provided feedback on the Project goals, technical studies, opportunities and constraints analysis, and preliminary considerations for parking expansion.

- [Board Report \(R-23-38\)](#)
- [Minutes](#)

July 25, 2023: PNR provided feedback on conceptual parking design options and TDM strategies to consider at the Purisima North Ridge parking area. PNR selected a preferred parking design option to forward to the Board.

- [Board Report \(R-23-87\)](#)
- [Minutes](#)

PUBLIC NOTICE

Public notice was provided as required by the Brown Act. In addition, public notices were sent to interested parties of the Preserve and to hiking, biking, equestrian, accessibility, and regional trails interested parties lists as well as the Kings Mountain Neighborhood Association.

CEQA COMPLIANCE

Board selection of a preferred design option for the Highway 35 Multi-use Trail Crossing and Parking Feasibility Study is not a project subject to the California Environmental Quality Act (CEQA). Environmental review for project design and engineering is anticipated to occur as part of the Purisima Comprehensive Use and Management Plan CEQA document, based on Board selection of a project design alternative as the CEQA project description.

NEXT STEPS

Staff will explore grant funding and partner cost-sharing opportunities to fund subsequent phases of the project.

Future Project Phases	Tentative Schedule
Environmental review conducted as part of Purisima Comprehensive Use and Management Plan	FY24 and FY25
Design development, engineering, and permitting	FY25 and FY26
Construction	TBD

Attachment(s)

1. Project Area
2. Existing Conditions
3. Traffic and Crossing Recommendations
4. Conceptual Parking Design Option A.2 (Preferred)
5. Conceptual Parking Design Option A.1
6. Conceptual Parking Design Option B.1
7. Conceptual Parking Design Option B.2
8. Parking Area Design Alternative Comparison
9. Existing Conditions & Opportunities and Constraints Analysis

Responsible Department Head:

Jason Lin, PE, Engineering and Construction Department Manager

Jane Mark, AICP, Planning Department Manager

Prepared by:

Scott Reeves, Senior Capital Project Manager, Engineering and Construction Department

Brittany Wheatman, AICP, Planner II, Planning Department

Contact person:

Brittany Wheatman, AICP, Planner II, Planning Department

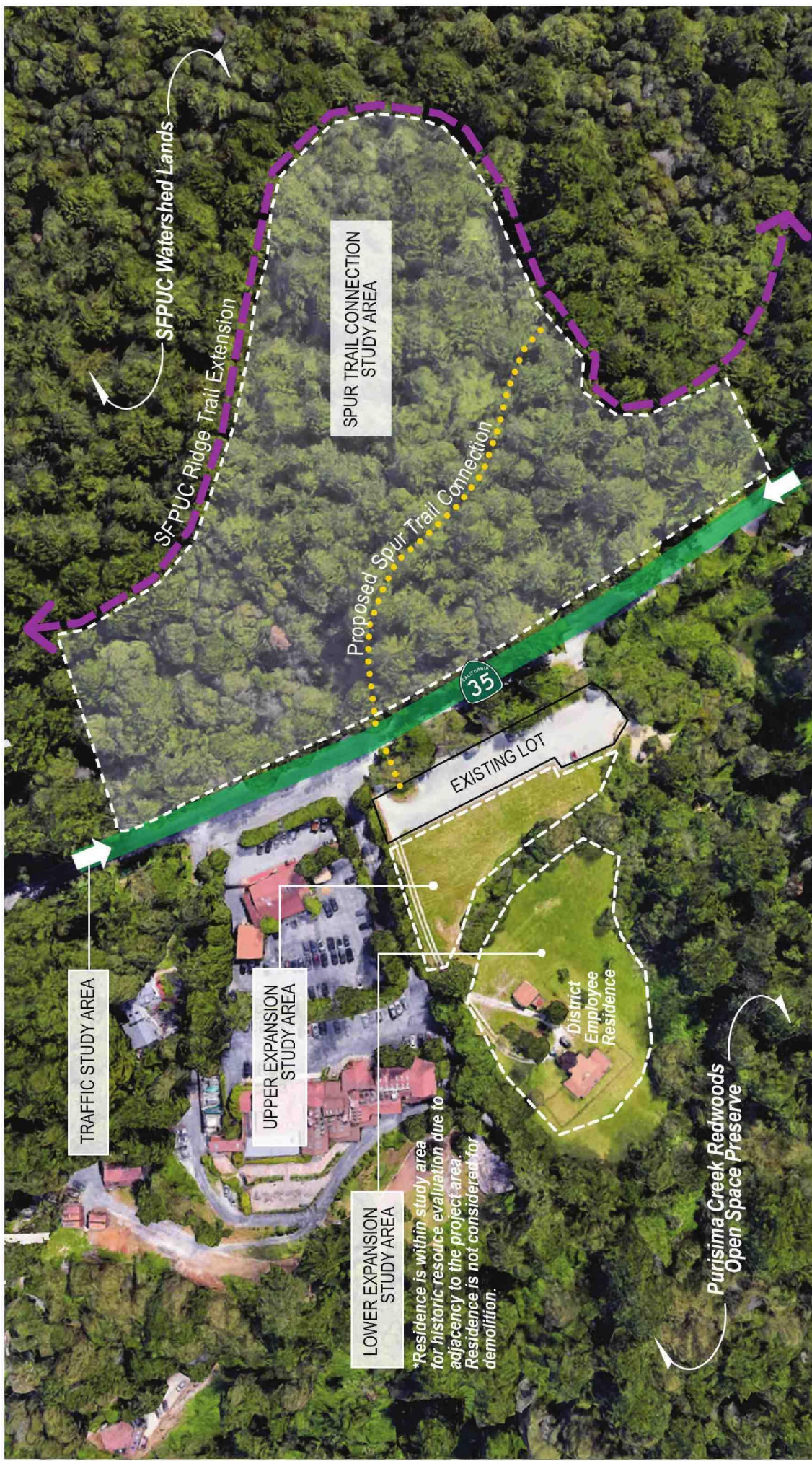
Graphics prepared by:

Scott Reeves, Senior Capital Project Manager

HWY 35 MULTI-USE TRAIL CROSSING AND PARKING EXPANSION FEASIBILITY STUDY

PURISIMA CREEK REDWOODS OPEN SPACE PRESERVE

NORTH RIDGE PARKING LOT



ATTACHMENT 1.b PROJECT STUDY AREAS



HWY 35 MULTI-USE TRAIL CROSSING AND PARKING AREA PREFERRED CONCEPT PLAN

PURISIMA CREEK REDWOODS OPEN SPACE PRESERVE

NORTH RIDGE PARKING LOT



Not to scale



PARKING AREA TOTALS	EXISTING		A.1		A.2		B.1		B.2	
	Cars	Equest.	Cars	Equest.	Cars	Equest.	Cars	Equest.	Cars	Equest.
EXISTING LOT + UPPER EXPANSION AREA	26 or 41	2 or 0	50	4	74	0	41	4	61	0
LOWER EXPANSION AREA	0	0	0	0	0	2	0	0	0	2
HWY 35 SHOULDER	10	0	3	0	3	0	3	0	3	0
TOTAL	36 or 51	2 or 0	53	4	77	2	44	4	64	2
IMPERVIOUS AREA	17,490 sf		25,000 sf		39,500 sf		22,500 sf		34,750 sf	

ATTACHMENT 2 EXISTING CONDITIONS

NOVEMBER 8, 2023



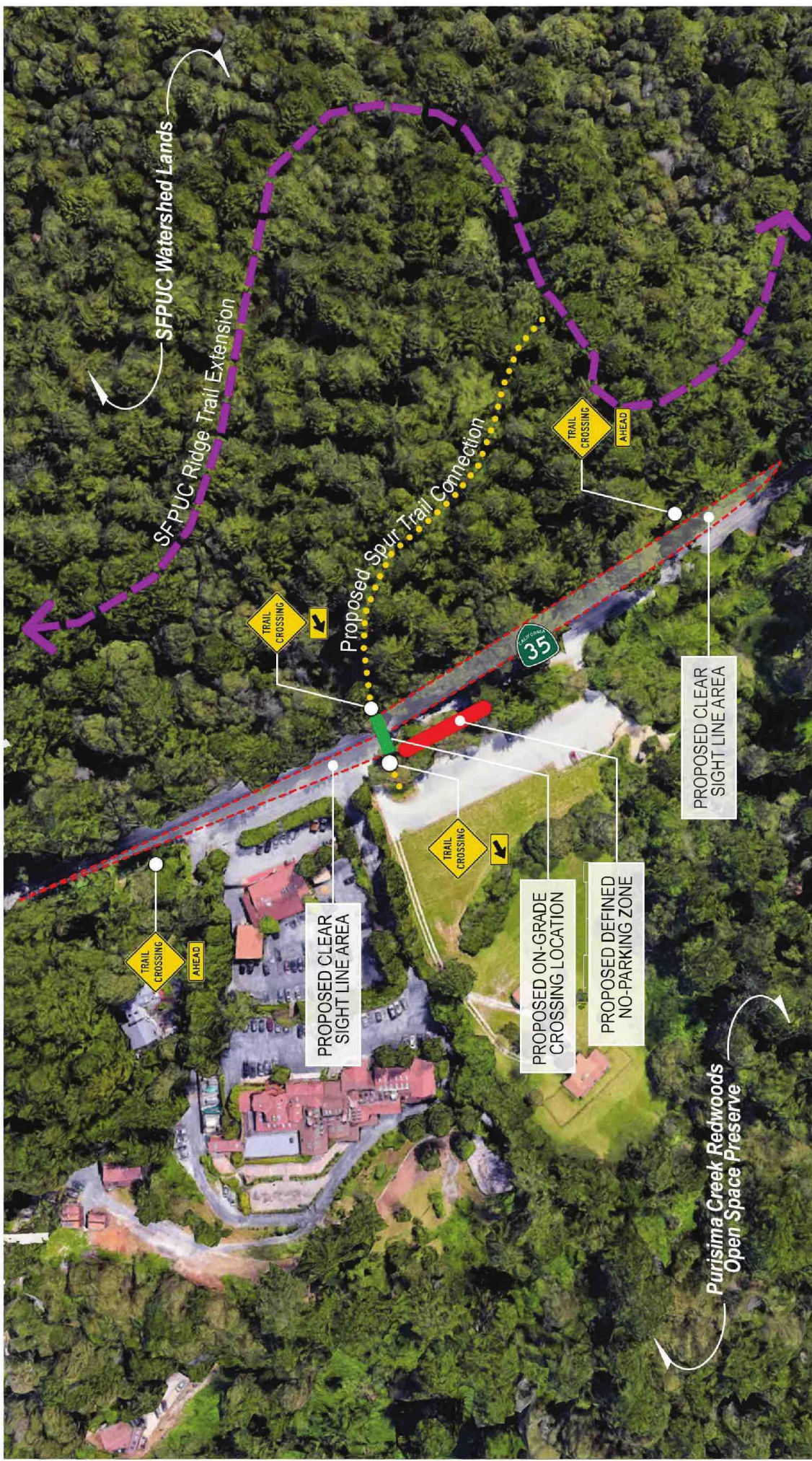
HWY 35 MULTI-USE TRAIL CROSSING AND PARKING EXPANSION FEASIBILITY STUDY

PURISIMA CREEK REDWOODS OPEN SPACE PRESERVE

NORTH RIDGE PARKING LOT



Not to scale



ATTACHMENT 3 ON-GRADE CROSSING RECOMMENDATIONS



HWY 35 MULTI-USE TRAIL CROSSING AND PARKING AREA PREFERRED CONCEPT PLAN

PURISIMA CREEK REDWOODS OPEN SPACE PRESERVE

NORTH RIDGE PARKING LOT



Not to scale





HWY 35 MULTI-USE TRAIL CROSSING AND PARKING AREA PREFERRED CONCEPT PLAN

PURISIMA CREEK REDWOODS OPEN SPACE PRESERVE

NORTH RIDGE PARKING LOT

Not to scale





HWY 35 MULTI-USE TRAIL CROSSING AND PARKING AREA PREFERRED CONCEPT PLAN

PURISIMA CREEK REDWOODS OPEN SPACE PRESERVE

NORTH RIDGE PARKING LOT



Not to scale



ATTACHMENT 5 CONCEPTUAL DESIGN OPTION A.1

NOVEMBER 8, 2023



HWY 35 MULTI-USE TRAIL CROSSING AND PARKING AREA PREFERRED CONCEPT PLAN

PURISIMA CREEK REDWOODS OPEN SPACE PRESERVE

NORTH RIDGE PARKING LOT



Not to scale



ATTACHMENT 6 CONCEPTUAL DESIGN OPTION B.1

NOVEMBER 8, 2023



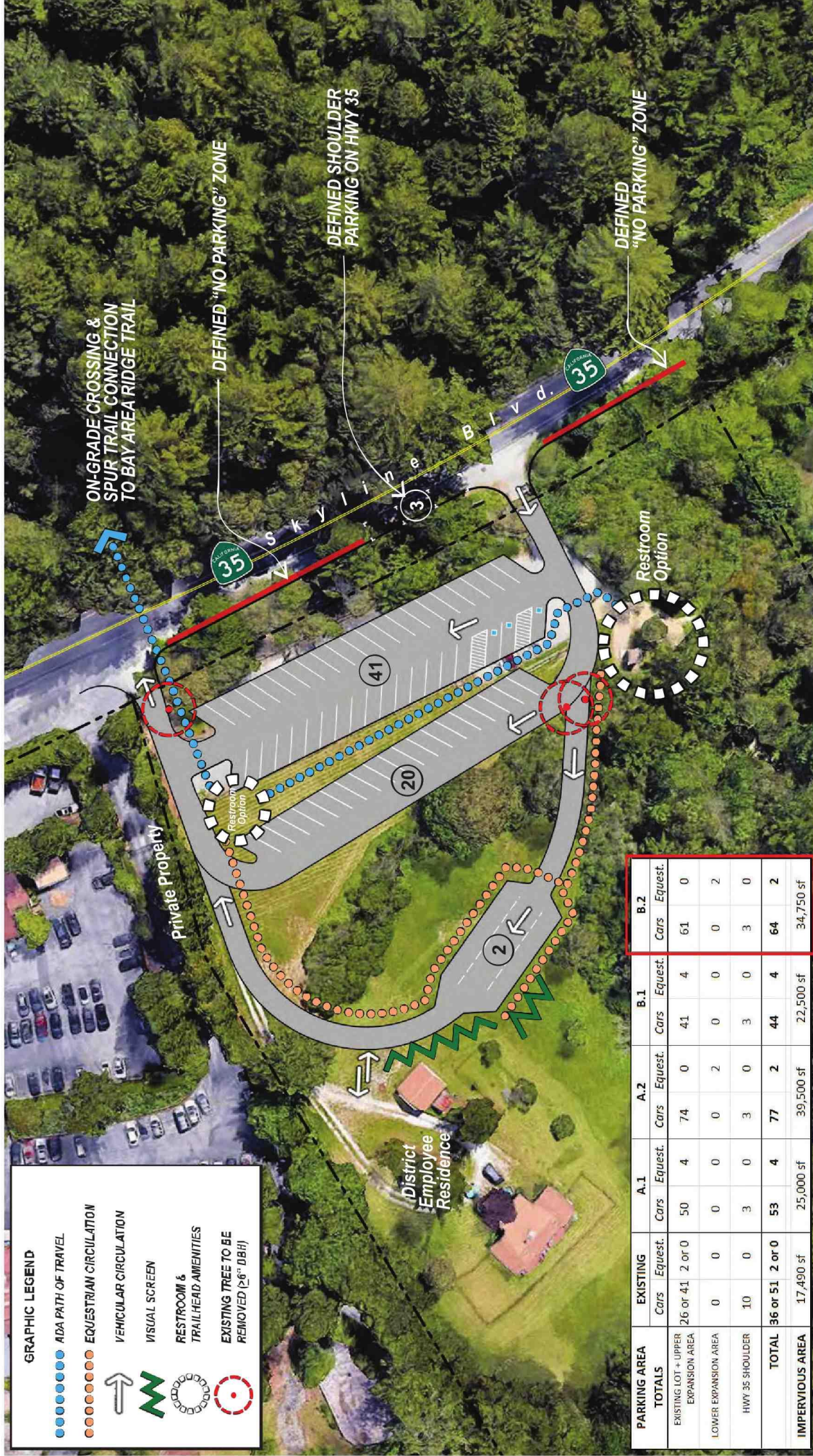
HWY 35 MULTI-USE TRAIL CROSSING AND PARKING AREA PREFERRED CONCEPT PLAN

PURISIMA CREEK REDWOODS OPEN SPACE PRESERVE

NORTH RIDGE PARKING LOT



Not to scale



Attachment 8: Parking Area Design Alternatives Comparison

	Value – Parking Expansion vs. Cost*	Minimizing Impact to Site	Integration of TDMs	Alignment with Project Goals & Policies	Public Support (Parking)**
Option A.1	 Provides moderate value for the overall cost by increasing standard vehicle parking and providing designated equestrian spaces.	 Retains key site elements by keeping parking within the upper expansion area.	 Provides a second drive aisle that can be controlled for flexible or priority parking.	 Increases parking within the previously developed upper expansion area and increases traffic safety by providing two-way circulation within the parking area.	 Supports public interest in providing designated equestrian parking and internal circulation. Does not provide a significant increase in standard vehicle parking.
	 Provides a significant increase in standard vehicle parking and includes designated equestrian spaces, which has the greatest value for the cost of construction.	 Modifies the site's character by expanding parking to the lower expansion area, although this area has been previously disturbed. Vegetation clearing and grading is required for expansion into the lower area. Screening is recommended to provide separation from onsite residence.	 Provides a second upper drive aisle and lower expansion area that can both have controlled access for flexible or priority parking.	 Maximizes onsite parking within the previously developed upper and lower expansion areas and increases traffic safety by providing two-way circulation within the parking area.	 Supports public interest in providing more standard vehicle parking, internal circulation, and designated equestrian parking.
Option A.2					

Option B.1	Provides the lowest value for the overall cost. This option provides designated equestrian parking but does not provide an increase in total standard vehicle parking.	Retains the site's character by keeping parking at the upper expansion area with the least amount of impervious area.	Provides a second drive aisle that can be controlled for flexible or priority parking.	Does not significantly increase onsite parking and retains one-way circulation that requires vehicles to circulate onto Highway 35.	Supports public interest for designated equestrian parking but does not provide any additional standard vehicle parking. Does not support public interest in keeping circulation within the site (i.e., making circulation two-way).
Option B.2	Provides the second highest value for the number of additional standard vehicle spaces and provides designated equestrian parking.	Modifies the site's character by expanding parking to the lower expansion, although this area has been previously disturbed. Vegetation clearing and grading is required for expansion into lower area. Screening is recommended to provide separation from onsite residence.	Provides a second upper drive aisle and lower expansion area that can both have controlled access for flexible or priority parking.	Increases onsite parking within the previously developed upper and lower expansion areas, although retains one-way circulation that requires vehicles to circulate onto Highway 35.	Supports public interest for additional standard vehicle parking and designated equestrian parking. Does not support public interest in keeping circulation within the site (i.e., making circulation two-way).

*Analyzes the value of each option based on preliminary cost estimates and estimated increase in total standard vehicle parking spaces.

**The highway crossing and traffic safety remain priorities for the project, however, this comparison focuses on parking area design only.

● Strongest alignment with policy/goal

● Stronger alignment with policy/goal

● Medium alignment with policy/goal

● Weaker alignment with policy/goal

● Weakest alignment with policy/goal

EXISTING CONDITIONS & OPPORTUNITIES AND CONSTRAINTS

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1.0 Project Background and Goals

1.1 Project Background

The District is conducting a feasibility study to identify a trail crossing location from the Purisima Creek Redwoods (Purisima, Preserve) North Ridge parking area across Skyline Boulevard (Highway 35) to connect existing segments of the Bay Area Ridge Trail within Purisima, west of Highway 35, to a new segment of the Bay Area Ridge Trail planned on the east side of Highway 35 (Ridge Trail Extension). The feasibility study will also analyze the potential expansion of the North Ridge parking area to serve visitors to both the existing trailhead and to the proposed Ridge Trail Extension. The Highway 35 Multi-use Trail Crossing and Parking Study (Project) is a partnership between the District, San Francisco Public Utilities Commission (SFPUC), Bay Area Ridge Trail Council (Ridge Trail Council), and Peninsula Open Space Trust (POST).

The intent of the Project is to enhance regional connectivity through a multi-use highway crossing allowing access to trails on both sides of Highway 35 and to identify ways to reconfigure and increase parking capacity of the North Ridge parking area.

The North Ridge parking area and trailhead is the northern-most entrance to Purisima, located on the west side of Highway 35, approximately midway between Highway 92 to the north and Highway 84 to the south (see Attachment 1a). To the east of Highway 35 are SFPUC's watershed lands, where SFPUC is planning to construct a new segment of the Bay Area Ridge Trail (Ridge Trail Extension). The Ridge Trail Extension would run approximately six miles south from Highway 92 on SFPUC watershed lands and terminate near the boundary of the Golden Gate National Recreation Area (GGNRA) Phleger Estate property. As part of the Ridge Trail Extension project, SFPUC will construct a new parking area at the north end of the new trail, just south of the intersection of Highways 92 and 35. The Purisima North Ridge parking area will be the nearest parking location to the south end of the six-mile Ridge Trail Extension and is likely to attract future trail users looking to access the new trail segment. Lack of a nearby highway crossing location from the North Ridge parking area to the east side of Highway 35 may potentially create safety concerns for users of the Ridge Trail Extension attempting to cross Highway 35 from the North Ridge parking area. In addition, an increase in visitors to the North Ridge parking area may exacerbate parking congestion in a lot that is prone to exceeding capacity on weekends from current visitors to Purisima.

To address these potential impacts from the Ridge Trail Extension, the District and its project partners (Ridge Trail Council, POST, and SFPUC) identified the need to study the feasibility of a crossing location on Highway 35 and an expansion of the existing North Ridge parking area. This Project will analyze expanded parking and multimodal access options at the North Ridge parking area, identify a multi-use trail crossing area on Highway 35, and an alignment of a spur trail to connect the Highway 35 crossing location directly to the SFPUC's planned Ridge Trail Extension. The North Ridge trailhead provides access to an existing segment of the Bay Area Ridge Trail within Purisima and the multi-use trail crossing and spur trail would connect it with the planned Ridge Trail Extension. Providing connections between Purisima and the Ridge Trail Extension will contribute an important regional connection for multiple trail users, including hikers, bicyclists, and equestrians.

The Project is occurring in parallel with two other planning studies at Purisima to improve public access and complete regional trail connections. In 2022, District staff completed the Purisima Creek Multimodal

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Access Study, which evaluated existing visitation at Purisima and developed a plan to address parking and traffic congestion issues, increase greener modes of transportation, and better manage visitation at the preserve. The Multimodal Access Study recommends a series of Transportation Demand Management strategies (TDMs) to be implemented preserve-wide as well as some strategies specific to the North Ridge parking area, in order of priority.

Planning for the Purisima-to-the-Sea Trail and Parking Area project is also underway, which is studying the addition of five miles of new trail within Purisima to link the California Coastal Trail to the Bay Area Ridge Trail. The project also includes planning of a new parking area to improve capacity for coastal access to Purisima.

The District is supporting the implementation of a regional trail network through the efforts of these projects and through ongoing partnerships to provide access to important trail connections. Purisima is located at a significant junction for regional trails that will provide north-south corridors along the Bay Area Ridge Trail, as well as east-west corridors through the Bay to Sea Trail with the Purisima-to-the-Sea component. These regional trail networks not only provide opportunities to connect trail users to a variety of open spaces, but also to understand the importance of regional conservation efforts and contiguous open spaces for maintaining natural ecosystems.

1.2 Project Goals

The intent of the Project is to enhance regional connectivity through a multi-use highway crossing allowing access to trails on both sides of Highway 35 and to identify ways to reconfigure and increase parking capacity of the North Ridge parking area. Project goals and strategies have been identified to guide the development of Project elements and evaluate Project success.

Goal 1: Support the implementation of the regional Bay Area Ridge Trail.

Strategies:

- *Identify a multi-use trail crossing and trail spur location to connect the SFPUC's new segment of the Bay Area Ridge Trail to the Preserve and the existing Ridge Trail segment within the Preserve.*
- *Maximize safety and minimize neighbor impacts when evaluating multi-use trail crossing locations and infrastructure.*
- *Develop the multi-use trail crossing and spur trail to accommodate low-intensity recreational use by hikers, bicyclists and equestrians, consistent with Bay Area Ridge Trail corridor goals.*
- *Collaborate with partner agencies to complete the planning, design and implementation of the multi-use trail crossing and spur trail.*

Goal 2: Improve public access and visitor experience at Purisima's North Ridge trailhead using ecologically sensitive design, construction practices, and long-term maintenance and management.

Strategies:

- *Add parking capacity through reconfiguration of existing parking spaces and expansion of the North Ridge Parking Area.*

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- *Improve the existing trailhead amenities, such as replacing the existing restroom with a new ADA compliant vault restroom, replacing dated signboards with current standard design, and adding bicycle parking.*
- *Incorporate Transportation Demand Management Strategies consistent with the Board-approved Purisima Multimodal Access Study recommendations.*
- *Design recreational amenities to protect the scenic corridor.*
- *Maximize safety and minimize neighbor impacts when evaluating the multi-use trail crossing, parking enhancements and vehicle circulation.*
- *Maintain routine patrols and maintenance and use adaptive management to address unforeseen issues that arise from increased visitation to the North Ridge trailhead.*

2.0 Existing Conditions

The Project site includes an area west of Highway 35 within Purisima Creek Redwoods Open Space Preserve, comprised of the existing North Ridge parking area and adjacent open areas west of the parking area. The site of the existing North Ridge parking area was purchased as an addition to the Preserve in 1983 (R-83-05). Prior to this land purchase, the District had acquired a public easement over the area that allowed for vehicular access and parking as part of the original Whitemore Gulch purchase, the first acquisition to form what is now called Purisima Creek Redwoods Open Space Preserve (R-82-30). The site was identified as having the potential to allow for a parking area adjacent to Skyline Boulevard to provide Preserve access. In 1988, with grant funds from the State of California, the North Ridge parking area was enlarged to the current capacity for passenger vehicles and horse trailers and trailhead improvements were completed. According to a review of the Use and Management Plan for the Preserve in 1989, public use of the Preserve increased sharply with the new public access improvements and the available parking associated with the three Preserve trailheads (North Ridge, Purisima Creek/Higgins Road, and Redwood) reached capacity on weekends (R-89-20).

The boundaries of the existing parking area and proposed parking expansion areas follow the Purisima property boundary with Fisher Investments to the north and Highway 35 right of way to the east. The employee residence defines the west boundary of the lower parking expansion area, and the southwest boundaries of the project site are defined by dense forest and other vegetation that signal the start of the preserve (see Attachment 1b). The Project site also includes the Caltrans Highway 35 right of way and approximately four acres of SFPUC Watershed lands east of Highway 35 for the spur trail study area.

2.1 Natural Resources

North Ridge trailhead is located along the upper ridge of a watershed that flows west into the preserve and into Purisima Creek. Due to the location of the trailhead on a ridge bordering two watersheds, many aquatic features such as creeks, rivers, and wetlands do not occur near the trailhead, but further west into the preserve where the topography slopes toward the coast.

2.2 Public Access

The North Ridge parking area and trailhead is the northern most entry point into Purisima Creek Redwoods Open Space Preserve and is located along Highway 35, approximately 4.5 miles south of its intersection with Highway 92 (Attachment 1c). From the North Ridge trailhead, visitors can access the 5,400-acre Purisima preserve located on the western slopes of the Santa Cruz Mountains. Purisima

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offers twenty-two miles of public trails with access for hikers, bicyclists, and equestrians as well as views of the coast from various trails along the ridgelines that slope toward the coast from east to west.

The parking area is adjacent to the west side of Highway 35 with a vegetated barrier between the parking area and the highway right-of-way. The gravel parking area can accommodate perpendicular parking for 41 standard vehicle spaces and two ADA spaces. The parking area is unstriped and does not delineate parking stalls, except for the two ADA spaces that are identified by ADA parking signs and a blue curb. Wheel stops line the west and east sides of the parking area and help to define the boundaries of the existing lot. While the North Ridge parking area does not include designated equestrian parking spaces, approximately two equestrian trailers can be accommodated for parallel parking along the split-rail fencing on the northwest side of the parking lot. The North Ridge trailhead includes standard trailhead amenities such as an equestrian hitching post, map and sign boards, a boot brush, and a single-stall vault restroom. The vault restroom, installed in 1999, is in deteriorating condition and requires improvements and an accessible path to meet ADA accessibility standards.

The North Ridge parking area is accessible by a one-way entrance on the south end of the parking area and a one-way exit at the north end of the parking area, which circulate traffic in a single direction through the parking area from south to north. There are no entry or exit signs visible from Highway 35, aside from a “do not enter” sign at the north driveway that indicates that it is an exit only. Within the parking area, an exit sign is posted near the north driveway and a “not an exit” sign is posted near the south driveway. A preserve sign for Purisima Creek Redwoods is located next to the North Ridge entrance and is visible from Highway 35.

Of the four parking areas available for visitors to Purisima, the North Ridge parking area can accommodate the largest number of on-site vehicle parking. All four parking areas frequently exceed capacity on the weekends, during peak visitation, and visitors often use informal, roadside parking when the lots are full. The Purisima Multimodal Access Study (2022) found that during the peak summer months, the North Ridge parking area alone averaged between 225 to 525 vehicles and 500 to 1,225 pedestrians per day¹, despite its maximum 41-car capacity.

2.3 Local and Regional Connectivity

Highway 35 provides key access points not only to Purisima, but also to the greater Skyline region, including direct access to seven other preserves within the District and many other open spaces that together act as a protected, regional greenbelt throughout the mid-peninsula. Among the many trails and open spaces accessible from Highway 35 are a series of existing and planned regional trails that provide connections throughout the Bay Area. Purisima will provide important trail connections for many regional trails, including the Bay Area Ridge Trail and the planned Bay to Sea trail, lead by POST, which will be an approximately 40-mile regional trail that is envisioned to connect communities from the San Francisco Bay to the Pacific Ocean. A key component of the Bay to Sea trail will be the development of the District’s Purisima-to-the-Sea trail, which will create a five-mile trail connection through Purisima to the California Coastal Trail along Highway 1. Purisima also contains existing segments of the Bay Area Ridge Trail, of which these segments contribute to over 400 miles (and counting) of existing multi-use trail that follow the ridgelines encircling the San Francisco Bay. The alignment of the Ridge Trail

¹ [Purisima Creek Multimodal Access and Transportation Demand Management Study](#). Attachment 1, page 10.

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Extension on SFPUC Watershed lands poses an opportunity to connect Purisima and its Bay Area Ridge Trail segment to the new trail extension through the Project's multi-use trail crossing on Highway 35.

2.4 Cultural Resources

The Project area is within a region that was historically occupied by tribes of the Ramaytush Ohlone people. Ohlone territory spanned from areas north of the San Francisco Bay down the coast as far as Carmel Valley, and inland to the coast range. San Mateo County is home to numerous historic Ohlone sites and villages, whose boundaries were typically defined by topographic features such as rivers, watersheds, and ridgelines. The nearest known cultural site of the Ramaytush Ohlone is a well-known and historically significant village site located at what is now the private Filoli Estate, approximately two miles northeast of the Project area on the eastern slope of the Santa Cruz Mountains.

2.5 Aesthetics

The North Ridge trailhead is surrounded by a rural, forested setting, primarily comprised of redwood forest with some annual grassland and Monterey cypress woodland. The area is also sparsely populated with single family residences and businesses along the Highway 35 corridor. The North Ridge trailhead is accessible from Highway 35, a rural, two-lane highway providing north and south-bound travel along the ridgeline of the Santa Cruz Mountains. The California Department of Transportation (Caltrans) has designated Highway 35 as a scenic highway, which is meant to preserve the visual character of highways and manage new development to preserve the scenic and natural features visible from the highways. The stretch of Highway 35 in the vicinity of the North Ridge trailhead is lined with heavy vegetation that contributes to its scenic beauty, but can also make roadway visibility challenging at high speeds.

2.6 Operations and Maintenance

Adjacent to the west boundary of the existing parking lot is an approximately 0.3-acre (13,000 square foot) open, flat area (Upper area) that is vacant aside from the hitching post. This Upper area is used as a helicopter landing zone by the California Department of Forestry and Fire Protection (CalFire) for emergency response. Further west of the Upper area, moving into the preserve, the land slopes down to another open, flat area (approximately 1.2 acres or 52,000 square feet) where a employee residence and separated garage are located (Lower area). This Lower area previously hosted an experimental fog collector, a device installed in 2016 to conduct initial studies of moisture collection from fog that occurs over the Santa Cruz mountains. The fog collector was removed in December of 2022 after the data collection ended in 2018 and the device was left idle for many years. The slope separating the two open areas west of the North Ridge parking area is also covered with dense vegetation, which provides visual and physical separation between the trailhead and the employee residence. The employee residence is accessed by a gated, gravel driveway along the north boundary of the preserve that connects the property to the North Ridge parking area.

The adjacent property to the north of the North Ridge parking area is owned and occupied by a private company, Fisher Investments. Their property is highly developed with offices and other support buildings as well as a parking area accessible from Highway 35. To the east of the North Ridge parking area and of Highway 35 are SFPUC watershed lands, which are undeveloped and primarily consist of dense redwood forest. Adjacent properties to the south of the North Ridge trailhead are private, single-family homes. The closest private driveway is 400 feet south of the entry driveway to the North Ridge trailhead.

The posted speed limit is 50 mph at the North Ridge trailhead, however, many nearby residents and frequent preserve visitors have provided public comments that vehicles often go at much higher speeds. The District is aware of safety concerns regarding the speed of vehicles travelling along Highway 35 and the feasibility study aims to identify potential safety concerns related to the Project.

3.0 Technical Studies

District staff contracted with professional consulting firms to complete various technical studies to analyze the biological, cultural, traffic, and topographic characteristics of the Project area (including both the Upper and Lower parking expansion areas). The methodology, key findings, and recommendations from these studies are summarized below.

3.1 Biological Resources Survey and Phytophthora Risk Assessment

In June, 2022, AECOM conducted a thorough Biological Resources Survey to identify any existing or potential biological resources within the proposed Project area. In particular, the survey was conducted to identify all San Francisco dusky-footed woodrat (SFDFW) middens present within the project area, any substantial or permanent nesting bird resources (e.g. suitable nesting trees) in the area, any aquatic features including jurisdictional wetlands or other waters, the presence of any bat maternity roosts within the onsite residence, and the suitability of the Project site for special-status wildlife habitat. A daytime biological survey analyzed an area consisting of the Project site, traffic survey area, spur trail study area, and included three buffer areas of up to 1,000 feet for nesting birds. A bat emergence survey was also conducted during the evening to monitor any bat activity near the employee residence and garage.

The surveys found one active SFDFW midden at a distance approximately 250 feet from the project area, which is unlikely to be affected by the Project. No active raptor, accipiter, or passerine bird nests or nesting platforms were found in the vicinity of the Project site; however, a Monterey cypress tree being used as an acorn woodpecker granary was found in the Spur Trail study area. The survey found no evidence of aquatic resources or jurisdictional wetlands and special status species within the Project area, nor was there evidence of the presence of bat maternity roosts within the onsite employee residence or garage.

Due to the project site's proximity to Huddart County Park which is a designated critical habitat for the endangered marbled murrelet, District staff conducted a site assessment for marbled murrelet and consulted with California Department of Fish and Wildlife (CDFW) about the potential need for special species protections. However, based on results of the site assessment and discussions with CDFW, both the District and CDFW staff confirmed that no suitable murrelet habitat within the project area and within the project vicinity, therefore the project will have zero species impacts. Noise and visual disturbance avoidance measures will likely not be necessary.

In February 2023, AECOM prepared a Phytophthora Risk Assessment in order to identify the modality of soil pathogen infection and to provide specific mitigation and best management practices to minimize the introduction or spread of Phytophthora species at the site. Analysis found that the project area has

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relatively low levels of contamination risk; however, areas east of Hwy 35 are highly receptive to contamination and are considered sensitive sites.

3.2 Traffic Survey

TJKM Transportation Consultants (TJKM) evaluated the sight distance conditions for the two existing parking area driveways and the feasibility/design of a new on-grade trail crossing on Highway 35. TJKM performed a Sight Distance analysis using standards in “Highway Design Manual”, 2020 7th Edition by the California Department of Transportation, a policy on Geometric Design of Highways and Street, 2018 7th Edition, from the American Association of State Highway and Transportation Officials (AASHTO) and the California Manual on Uniform Traffic Control Devices (CA-MUTCD). In April 2022, TJKM measured vehicle speeds in the vicinity of the North Ridge parking area to determine the project design speed. The project design speed is the 85th percentile of actual speeds measured on the roadway; it is used to determine if adequate sight distance is available for vehicles exiting the existing driveways, and if northbound and southbound vehicles on Highway 35 have adequate stopping sight distance for the new on-grade trail crossing. Although the posted speed limit is 50 mph, the design speed measured on the road was 51.7 mph northbound and 51.0 mph southbound. TJKM rounded these findings up to 55 mph as the final design speed used in the feasibility analysis. TJKM also reviewed five years of traffic collision data within the vicinity of the project site to inform the final recommendations. There were no reported incidents directly in front of the parking area to prompt additional recommendations. The traffic collision data can be found as an appendix to the traffic report. Based on the available information, TJKM concluded that there is a feasible on-grade trail crossing location immediately adjacent to the existing exit driveway. TJKM recommended improvements within the right-of-way to preserve site distances and enhance visibility of the trail crossing (see Attachment 1d). Furthermore, TJKM concluded that the existing driveway configuration is the most favorable for ingress and egress. TJKM has sought concurrence with the California Department of Transportation (Caltrans) on their findings and recommendations. Caltrans reviewed the findings and requested additional information in the final report, which was provided by TJKM. Caltrans does not have any further comments at this time. Additional coordination with Caltrans will be required for future encroachment permits, which would occur after a Board-approved alternative is selected and analyzed as part of the CEQA environmental review process. Refer to roadway trail crossing graphics for more details (Attachment 1d).

3.3 Cultural and Historic Resources Survey

Cogstone Resource Management, Inc. conducted cultural and historic resource surveys in the fall and winter of 2022 to determine if any cultural or historic resources were present within the Project area that may be affected by implementation of the Project. Cogstone conducted background research involving a search for archaeological and historical records at the Northwest Information Center (NWIC) as well as a request for a Sacred Lands File (SLF) search from the Native American Heritage Commission (NAHC). Cogstone also conducted a pedestrian survey of the Project area to determine whether any archaeological resources were present. No archaeological resources were observed during the survey and the background research did not find any previously recorded cultural or historical resources located within the Project area. The boundary of one historic resource, the Filoli Estate, was located within the half mile search radius, but is outside of the Project area and is unlikely to be affected by the proposed Project. The SLF search identified one tribal band and the NAHC recommended they be contacted for information on any tribal cultural resources in the vicinity of the Project. The District will

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will contact the tribe directly once preliminary concept plans are available and again when a design alternative is selected and the Project proceeds to the environmental review phase, as required by the California Environmental Quality Act (CEQA) and in accordance with Assembly Bill (AB) 52 consultations. No archaeological monitoring is anticipated due to the geological age of the soils as well as the absence of any known cultural resources within the Project area.

Cogstone also conducted an Historic Resources Evaluation for the nearby onsite employee residence that was built over 50 years ago (circa 1948) given its proximity to the parking area. The residence includes Ranch style architectural elements such as a low pitch roof with a wide eave overhang. The entire exterior of the single-family residence was photographed and recorded on the Department of Parks and Recreation 523 (DPR 523) forms. Due to a lack of significance and notable architectural alteration, the residence was not found eligible for listing at the local, state, or national level. No further evaluation is recommended. No changes are proposed for this residence, which would remain in place as part of the Project and continued to be used as an employee residence to maintain onsite presence and vigilance of the property.

4.0 Opportunities and Constraints

This section describes the opportunities and constraints for the Project site, which are related to important attributes of the site and require consideration for Project program development. Opportunities and constraints are categorized by topic area (such as Natural Resources or Public Access) and some attributes may be listed as both an opportunity and a constraint based on their relationship to the Project goals. In addition, several policies and best management practices (BMPs) that may be relevant to the Project are listed below.

Potential applicable policies, guidelines, or regulations:

- **Caltrans Highway Design Manual**
- **District Best Management Practices**
- **District Good Neighbor Policy**
- **District Resource Management Policies**
- **Purisima Multimodal Access Study**
- **San Mateo County Active Transportation Plan**
- **San Mateo County General Plan. 4.22 Scenic Corridors.** Protect and enhance the visual quality of scenic corridors by managing the location and appearance of structural development.
- **San Mateo County General Plan. 4.24 Rural Development Design Concept.** Regulate the location and siting of structures in rural areas to encourage positive visual quality in relation to the scenic character of the natural landscape.
- **San Mateo County Heritage/Significant Tree Ordinance**
- **San Mateo County Trails Plan**
- **San Mateo Water Pollution Prevention Program**

*Relevant policies, guidelines or regulations are shown with corresponding opportunities or constraints and labeled with an asterisk.

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4.1 Natural Resources

Attribute	Opportunities & Constraints	Discussion
Biological Resources	O	The biological survey conducted for the Project site did not uncover any special-status wildlife species, nesting birds or raptors, aquatic resources, roosting bats, or other sensitive biological resources within the Project area. A Dusky-Footed Woodrat midden is present about 250 feet from the Project area, which is well beyond the minimum avoidance buffer of 3-10 feet established by the District. It is unlikely that midden would be affected by the Project at this distance. It is unlikely that marbled murrelet protections will be required during construction. Construction activities should avoid direct impacts to trees within the spur trail study area during bird nesting season (between March 15 and August 30). <i>* District wildlife BMPs: nesting bird surveys, SF dusky-footed woodrat midden avoidance buffer, marbled murrelet AMMs</i>
Biological Resources	C	There is dense vegetation along the east side of Highway 35 (on SFPUC Watershed lands), which may affect the spur trail alignment as well as the line of sight for the multi-use crossing. Some vegetation may need to be removed and/or trimmed back to improve line of sight for the crossing as well as develop the spur trail connection to the Ridge Trail Extension. <i>*San Mateo County Heritage/Significant Tree Ordinance</i>
Hydrology	C	Drainage from the existing parking area and trailhead flows west, into the preserve, while drainage on the east side of Highway 35 flows east, contributing to the SFPUC watershed. An existing drainage culvert is located just south of the North Ridge trailhead and parking entrance. Drainage from the site may be affected by construction activities related to parking expansion as well as an increase in impervious surfaces. Potential runoff from an expanded parking area will need to be evaluated to ensure there will be no impacts to water quality and buffers implemented where/if necessary. <i>*San Mateo Water Pollution Prevention Program</i>
Pathogens	O/C	The Phytophthora risk assessment determined that the project site has relatively low levels of pathogen contamination west of Highway 35. However, movement of Phytophthora pathogens may also migrate from the Project area and construction activities (e.g. reseeded) to SFPUC property east of Highway 35 and some sensitive areas will require particular protection from infection. <i>*Phytophthora Risk Assessment BMPs and AMMs</i>

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4.2 Public Access

Attribute	Opportunities & Constraints	Discussion
Parking Area	O	The existing North Ridge parking area and trailhead are frequently visited and familiar to visitors of Purisima, as it is currently the largest parking area available for the preserve. Expansion of the parking area coupled with multimodal access strategies are expected to significantly alleviate parking demands and potentially meet anticipated parking needs at this trailhead. The Project will maintain the existing vegetated buffer and berm between the parking lot and Highway 35 to minimize visibility of the parking area from the highway. The separate driveway for entrance and exit will also be preserved to better accommodate larger vehicles such as shuttle buses, emergency vehicles, and equestrian trailers. This will save space by not requiring a turn-around area. Minor improvements to signage may be implemented to better identify the entry and exit to vehicles travelling along Highway 35.
Parking Capacity	C	Although expansion of the parking area would add much needed parking at the North Ridge trailhead, the available expansion areas are limited in size. Future expansion will likely not fulfill the maximum parking demand at peak visitation hours and TDM strategies should be considered to manage parking. <i>*Good Neighbor Policy</i> <i>*Purisima Multitmodal Access Study</i>
Trail Crossing Location	O	Based on the traffic study conducted at the North Ridge trailhead, an adequate line of sight was identified that would allow for a safer crossing location just south of the exit driveway. The adequate line of sight indicates that vehicles traveling north and south bound along Highway 35 will have enough warning, visibility, and space to yield to trail users crossing at the recommended location. The traffic study also recommended the use of crossing signage that is consistent with many other highway crossing locations along Highway 35 and would be familiar to trail users and vehicles approaching the crossing. <i>*Caltrans Highway Design Manual Policy 405.1</i> <i>*SMC Active Transportation</i>
Trail Crossing Safety	C	During the stakeholder engagement process neighbors expressed concern over current excessive vehicle speeds along Highway 35 that are perceived to be much higher than the posted speed limit. While the traffic study analysis used current traffic data and accounted for greater vehicle speeds along Highway 35 in its recommendation of the highway crossing location, further consultation with Caltrans is required to determine the final crossing design and signage that would be appropriate for the recommended crossing location.
Parking	O	On the west side of Highway 35, the existing parking area and adjacent upper expansion area are generally flat with a very gradual

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		slope to the west, into the preserve. Adjacent to this area, a steep, vegetated slope separates the upper parking expansion area from the lower expansion area and employee residence. The terrain levels out again at the lower expansion area and residence with just a gradual slope to the southwest. The existing topography will influence the parking capacity for both the upper and lower parking expansion areas and neither expansion area will require significant grading. During the stakeholder engagement process, interest was expressed in adding designated equestrian parking at the North Ridge trailhead. Although equestrian parking is currently permitted at North Ridge, equestrians must share the space with standard vehicle parking and there is rarely enough available space to park equestrian trailers during peak visitation hours. Reconfiguring and expanding the parking area will provide an opportunity to address public interest in adding designated equestrian parking to the North Ridge parking area.
Parking	C	The steep, vegetated slope creates a barrier between the upper parking expansion area and the lower expansion area and employee residence. This slope limits the area that can be used for on-site parking expansion as well as internal circulation if the lower expansion area is utilized. The addition of designated equestrian parking would mean reducing the number of additional standard vehicle parking that could be accommodated onsite. Although feedback from the stakeholder engagement process showed interest in designated equestrian parking, it's unclear how many spaces are required to meet the demand for equestrian parking and whether this should be prioritized over the addition of standard vehicle parking, which is in high demand at this location.
Proximity to Adjacent Properties	O	There are limited adjacent properties and driveways in the vicinity of the Project site that could be impacted by an increase in visitation to the North Ridge parking area. The Fisher Investments property, adjacent to the north boundary of the North Ridge parking area, has an opposite visitation schedule from visitors to North Ridge where most Fisher Investments employees are working on site during the weekdays, while Purisima has peak visitation on weekends. <i>*Good Neighbor Policy</i>
Proximity to Adjacent Properties	C	The lower parking expansion area is adjacent to the existing employee residence. Use of the lower parking expansion area for additional visitor parking may require a buffer from the residence for privacy and to maintain District operational access to and from the residence. Although the Fisher Investments property is busiest on weekdays when visitation to Purisima is lower, the Ridge Trail Extension may increase weekday visitation that could contribute to more traffic congestion in the vicinity of the private property. <i>*Good Neighbor Policy</i>

Highway 35 Multi-use Trail Crossing and Parking Expansion

4.3 Local and Regional Connectivity

Attribute	Opportunities & Constraints	Discussion
Trail Crossing Location	O	Existing segments of the Bay Area Ridge Trail within Purisima can be accessed from the North Ridge trailhead, which makes a multi-use trail crossing at Highway 35 from the planned Ridge Trail Extension to the North Ridge trailhead a natural and direct connection point. <i>*San Mateo County Trails Plan</i>

4.4 Cultural and Historic Resources

Attribute	Opportunities & Constraints	Discussion
Cultural Resources	O	The cultural resources survey conducted for the Project site did not identify any previously recorded cultural resources within the Project area and no archaeological resources were encountered during the pedestrian survey. A Sacred Lands File search identified one Native American Tribe that will be consulted when preliminary concept plans are available and during the planning and CEQA environmental review process to obtain more information about any potential cultural resources within the Project site. Due to the results of the pedestrian survey, background research, and soil analysis, archaeological monitoring is not recommended during development of the Project. <i>*District Cultural Resources Policies</i>
Historic Resources	O	The historic resources evaluation thoroughly documented and analyzed the site's existing employee residence to determine if it is historically significant. Despite the age of residence, originally constructed sometime between 1941 and 1948, this building is not recommended as eligible for listing at the local, state, or national level due to lack of significance and the notable architectural alterations made to the residence since it was originally built. <i>*District Cultural Resources Policies</i>

4.5 Aesthetics

Attribute	Opportunities & Constraints	Discussion
Caltrans Scenic Highway Designation	O	Caltrans designates portions of Highway 35 as a state scenic highway, including the portion of Highway 35 adjacent to the Project site. Caltrans and San Mateo County have developed policies that regulate development along scenic corridors and provide guidance for other

Highway 35 Multi-use Trail Crossing and Parking Expansion

		visual resources. The existing North Ridge parking area is adjacent to Highway 35 and partially visible from the highway. A barrier of redwood trees along the east boundary of the parking lot separates the existing parking area from the highway right-of-way and provides a natural visual barrier, which will remain regardless of the final parking area program. In addition, the proposed lower parking expansion area is set back from the roadway and is lower in elevation as compared to the existing parking area, which will help to reduce visibility of the expanded parking area from the highway. The Project proposes to maintain the existing entry and exit driveways to the parking area along Highway 35 to minimize the Project's visibility from the scenic highway. <i>* San Mateo County General Plan. 4.22 Scenic Corridors California Streets and Highways Code Division 1, Chapter 2, Article 2.5</i>
Caltrans Scenic Highway Designation	C	Although the Project will direct new development to areas away from Highway 35, there is potential for changes to be visible from the highway, including the upper parking expansion area and the replacement vault restroom, which would be relocated to a more central location to address ADA barriers. In addition, the Project will require a crossing sign and two crossing warning signs to be installed along Highway 35 to identify the multi-use trail crossing location. While these traffic features will be minimal, they are meant to be highly visible to vehicles travelling on Highway 35 to promote safer crossing. Vegetation clearing along Highway 35 right-of-way will also occur, both to support the traffic study recommendations for improving line of sight to the multi-use trail crossing as part of the Project and separately through Fire Safe San Mateo County to support fuel reduction efforts for wildfire prevention. <i>*San Mateo County General Plan. 4.24 Rural Development Design Concept. California Streets and Highways Code Division 1, Chapter 2, Article 2.5</i>

4.6 Operations and Maintenance

Attribute	Opportunities & Constraints	Discussion
Utilities and Services	O	Above-ground power lines run along Highway 35 adjacent to the Project site and underground electric lines currently serve the employee residence, garage, and the existing parking area entry and exit gates. A water main line also runs beneath Highway 35, including a water distribution line that serves the employee residence. Cellular service is also available at the existing North Ridge parking area.
Utilities and Services	C	Sewer service is not available at the employee residence nor at the North Ridge trailhead. The trailhead provides a vault restroom for public use. Relocating the vault restroom would be a challenge due to

Highway 35 Multi-use Trail Crossing and Parking Expansion

		the existing topography and vegetation near the trailhead that limits alternative locations. The vault restroom will be replaced with an ADA-accessible model. Vault restrooms, as opposed to plumbed restrooms, are only permissible on a case-by-case basis through an exemption with the County of San Mateo. Preliminary inspection by District staff indicates that the site meets the criteria to allow the exemption.
CalFire Landing Zone	C	District staff have reached out to the agencies and organizations that may utilize the landing zone at the upper expansion area, including CalFire, San Mateo County Fire, and the Kings Mountain Volunteer Fire Department. These organizations are aware of the Project and have not requested further coordination at this time. In addition, there are other landing zones located in the vicinity of the Project area that are currently used by these organizations. These nearby alternative landing zone locations include private properties on Cyprus Ridge Road, less than a mile north of the Project site, and Tunitas Creek Road, approximately two miles south of the Project site. The nearest alternative landing zone on District lands is located at El Corte de Madera Creek Preserve, approximately five miles south of the Project site. Should a Project alternative be selected for CEQA review that would change the use of the landing zone, District staff will engage in additional coordination with these agencies at that time to confirm the site can be formally retired.

5.0 Public and Stakeholder Engagement

From 2021 to 2022, the District engaged with stakeholder groups and partners as part of the Project focused meetings and at meetings that included the Purisima-to-the-Sea project and the Purisima Multimodal Access Study. These engagement activities were used to gather initial feedback on existing challenges at the North Ridge parking area and any desired amenities that should be considered for this parking area. Feedback received includes the following²:

Theme/Topic	General Feedback/Comments
Traffic and Safety	- Concerns related to providing a safe pedestrian roadway crossing due to current vehicle speeds on Highway 35 - Neighbors would like to see roadway striping and advanced warning beacon for trail crossing - Concerns related to roadside parking that create potentially unsafe roadway conditions for pedestrians and vehicles - Suggestion to modify parking area entrance to allow vehicles to turn into the parking area quickly

² This feedback has been received in addition to previous feedback that was presented to the PNR Committee and the Board as part of the Purisima Multimodal Access engagement on [August 2nd, 2022](#) (see attachment 5) .

Highway 35 Multi-use Trail Crossing and Parking Expansion

	• Suggestion to review historic traffic accident data in the vicinity of North Ridge to better understand safety issues • Concerns related to foggy conditions on Highway 35 that could limit visibility
Parking and Visitor Capacity	• Allowing E-bikes within the Preserve may reduce parking demand • Request for better equestrian parking and access at this trailhead • Better/clearer roadway parking signage can discourage parking along the roadway that impacts neighboring properties
Amenities	• Support for the proposed trailhead amenities • Suggestion to include emergency response information on trailhead signage
General	• General support for the Project if concerns are addressed • New regional trail connection may result in additional traffic and trash • Concerns regarding relocating the CalFire helicopter landing zone and how this would impact fire response

5.1 Partner and Agency Meetings

On October 19th, 2022, District staff made a presentation at a monthly meeting of the Peninsula Trails Team, a working group made up of regional trails partners and land managers, including representatives from POST, SFPUC, Ridge Trail Council, California Coastal Conservancy, County of San Mateo, National Parks Service, Golden Gate National Recreation Area, and the District. Following the presentation of the Project scope, updated schedule, and the results of the completed technical studies, the group discussed regional implications for the new trail connection as well as the potential timing for future planning and CEQA environmental review.

5.2 Neighborhood Meetings

District staff met with representatives from local organizations including members of the Kings Mountain Association, a neighborhood association, and the facilities manager of Fisher Investments, the neighboring property to the north of the Project site. District staff presented the Project to the Kings Mountain Association in March and November of 2022 and engaged in group discussions. District staff also provided a presentation to the facilities manager of Fisher Investments on November 9th, 2022 to notify them of the Project, answer questions, and receive initial feedback.

5.3 Stakeholder Group Meetings

District staff invited individuals who were familiar with Purisima and other District preserves to participate in focused virtual stakeholder meetings held on November 15th and 17th, 2022. The individuals invited to the stakeholder meetings were identified from their previous participation in public engagement activities with the District and represented a range of user groups, including hikers, cyclists, equestrians, ADA-accessibility interests, and District docents and volunteers. The virtual

Highway 35 Multi-use Trail Crossing and Parking Expansion

stakeholder meetings were organized with a brief presentation by District staff, followed by polling questions and open discussion.

5.4 Prior Board and Committee Meetings

To date, the Highway 35 Multi-use Crossing and Parking Expansion Feasibility Study has been brought before the District's Legislative, Funding and Public Affairs Committee (LFPAC) at the following meetings:

- **September 29, 2020:** The LFPAC reviewed the partnership agreement with SFPUC and provided comments. The LFPAC voted unanimously to forward a recommendation to the full Board of Directors to adopt the resolution authorizing the General Manager to execute the grant agreement. ([R-20-101](#), [Meeting Minutes](#))

The Highway 35 Multi-use Crossing and Parking Expansion Feasibility Study has also been brought before the full District Board at the following meetings:

- **October 28, 2020:** The Board adopted a resolution authorizing the General Manager to accept grant funding from SFPUC for the proposed Project. ([R-20-32](#), [Meeting Minutes](#))

6.0 Program Elements

The Project proposes to expand parking for passenger vehicles and horse trailers. The trailhead would have amenities typical to District preserves, including a vault restroom, trailhead sign boards, boot brush, bike racks, and an equestrian mounting block. The parking lot, trailhead, and restroom would meet ADA accessibility requirements.

The Committee is asked to provide feedback on the share of passenger vehicle, horse trailer, and shuttle spaces that should be accommodated as part of the proposed parking expansion design. The share of spaces is based on the expansion potential that exists at the Upper Area, comprised of the existing parking area and the adjacent vacant area to the west, and the Lower Area, comprised of the vacant area adjacent to the employee residence. District staff completed a spatial analysis for the Upper and Lower Areas, which is detailed below (refer also to Attachment 1e).

The Upper Area could accommodate any of the following scenarios:

Capacity Scenarios	Number of Passenger Vehicle Parking ³	Number of Horse Trailer Parking ⁴	Number of Shuttle Bus Parking ⁵
Scenario 1	65	0	0
Scenario 2	45	4	0
Scenario 3	45	0	4

³ AASHTO Geometric Design of Highways and Streets Exhibit 2-3 Passenger Car (P)

⁴ AASHTO Geometric Design of Highways and Streets Exhibit 2-21 Passenger Car and Trailer (P/T)

⁵ AASHTO Geometric Design of Highways and Streets Exhibit 2-8 Conventional School Bus (S-BUS-11 [S-BUS-36])

Highway 35 Multi-use Trail Crossing and Parking Expansion

The Lower Area could accommodate any of the following scenarios:

Capacity Scenarios	Number of Passenger Vehicle Parking	Number of Horse Trailer Parking	Number of Shuttle Bus Parking
Scenario 1	15	0	0
Scenario 2	0	2	0
Scenario 3	0	0	2

Staff seeks the Board's direction on the scenarios to develop final parking program alternatives, which may be a combination of the scenarios listed above and may include other parking elements. For example, one possible combination of these scenarios that maximizes all three uses is to provide 45 passenger vehicles, 2 horse trailer spaces and 2 shuttle spaces in the Upper Area; and 15 passenger vehicle spaces in the Lower Area. The above scenarios are only to demonstrate maximum available space at each expansion area and are not the only parking alternatives that should be considered for the Project.

6.1 Purisima Multimodal Recommendations

The Purisima Multimodal Access Study, approved by the Board on November 9, 2022, recommends a series of transportation demand management strategies (TDMs) for the preserve's parking areas, including the North Ridge parking area. The TDMs considered for the North Ridge parking area are categorized by priority level based on a variety of factors such as ease of implementation, overall effectiveness for improving public access, and interest from the public. The expectation is that many of these strategies will be suitable for the site and be incorporated into the design and long-term management of the parking area TDMs that are being considered for the North Ridge trailhead include the following:

Highest priority TDMs

- Peak period parking reservations/priority parking
- Bicycle parking and facilities (including bicycle repair stations)
- Temporarily redesignate spaces on specific days/times to best meet demands
 - May include designating special parking areas temporarily for carpool, equestrian, shuttle pick-up/drop-off, or other uses
- Real-time parking lot occupancy sensors and signage
- Electric Vehicle (EV) charging infrastructure

Lower priority TDMs

- Vehicle way-finding signage
- Clearly identify permitted on-street / shoulder parking
- Accommodate future shuttle / transit systems

7.0 Attachments

Attachment 1a: Project location

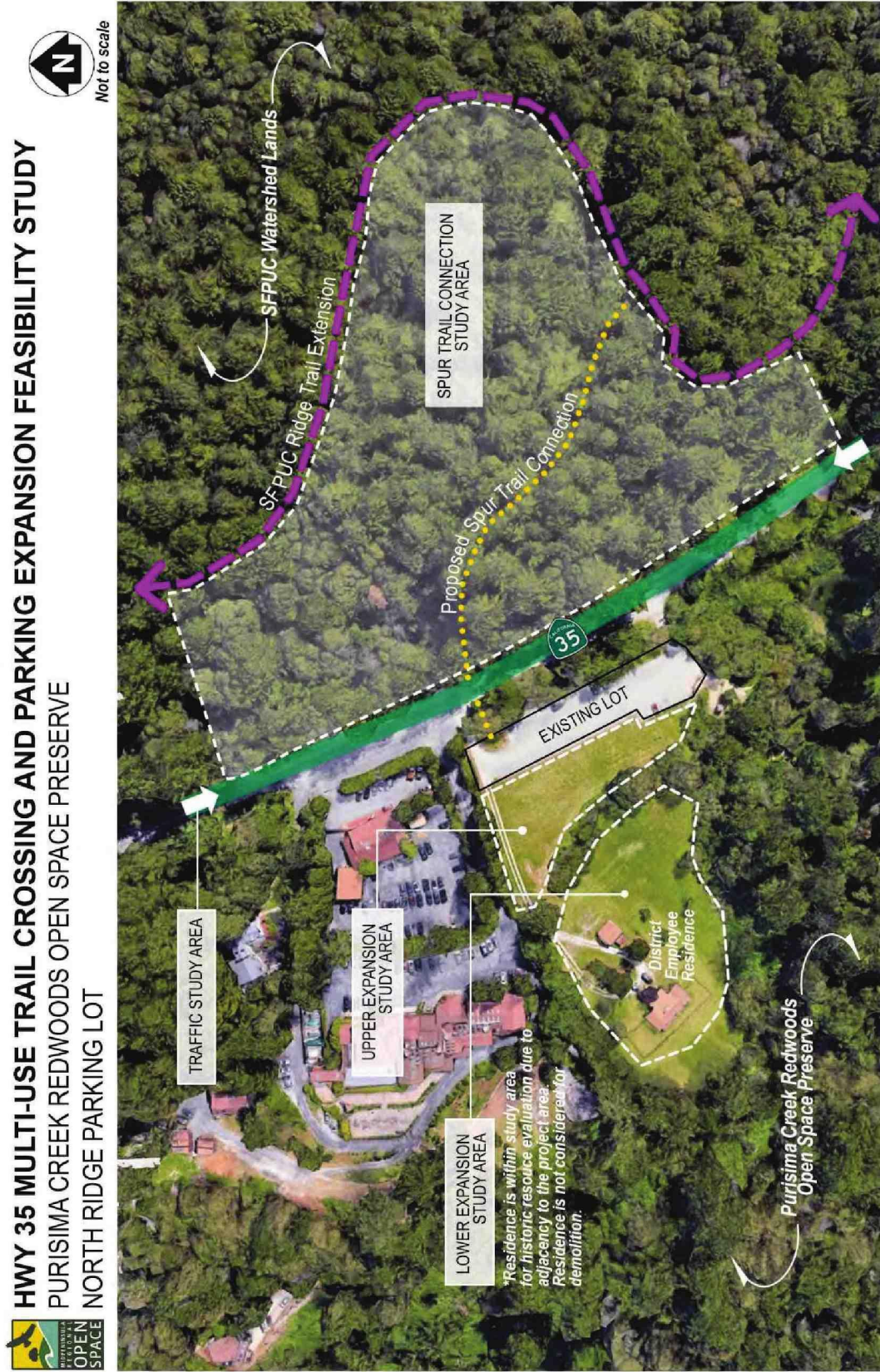
Attachment 1b: Project area

Attachment 1c: Existing Conditions

Attachment 1d: On-grade Crossing Recommendations

Attachment 1e: Spatial Analysis

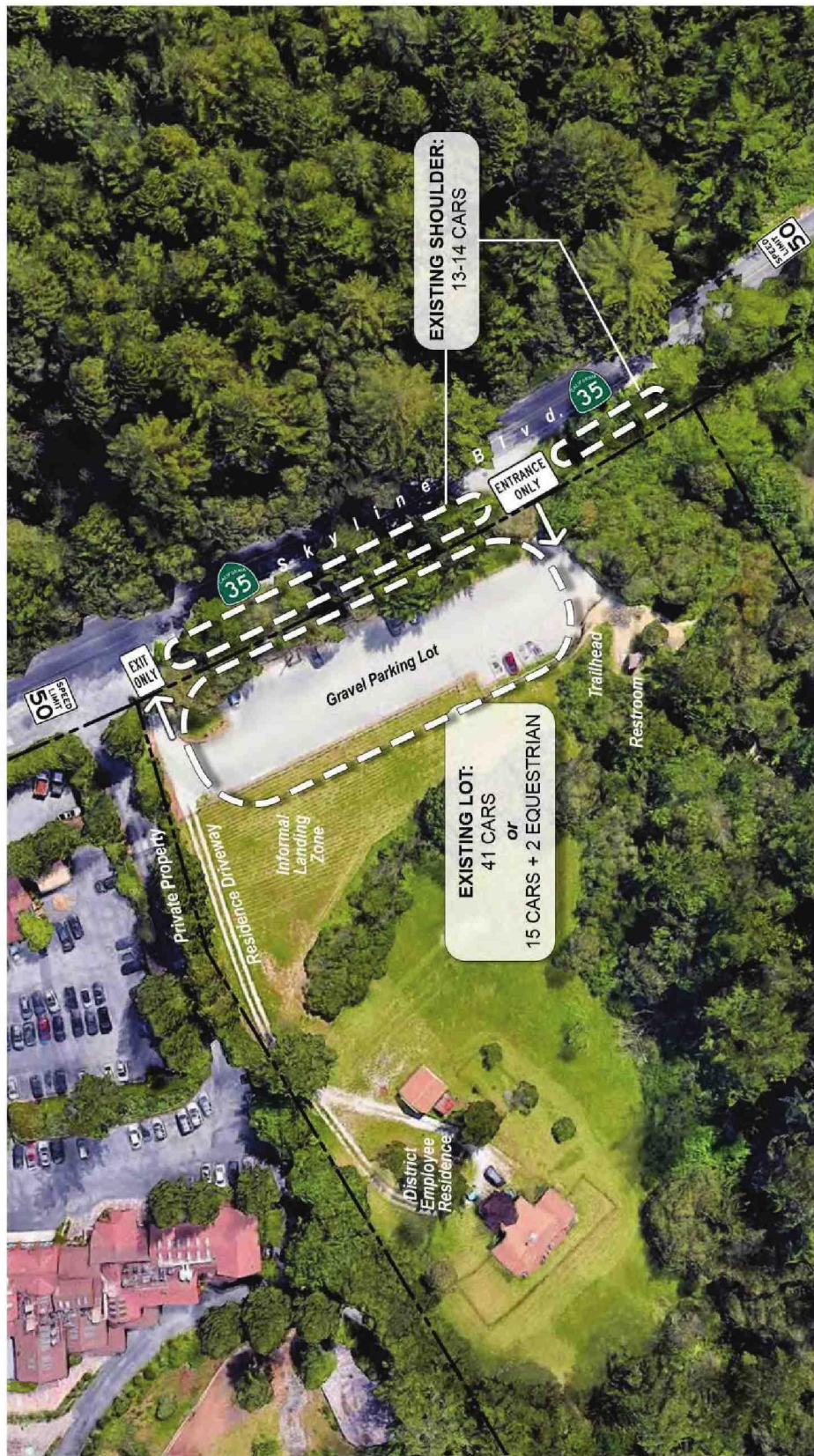




ATTACHMENT 1.b PROJECT STUDY AREAS



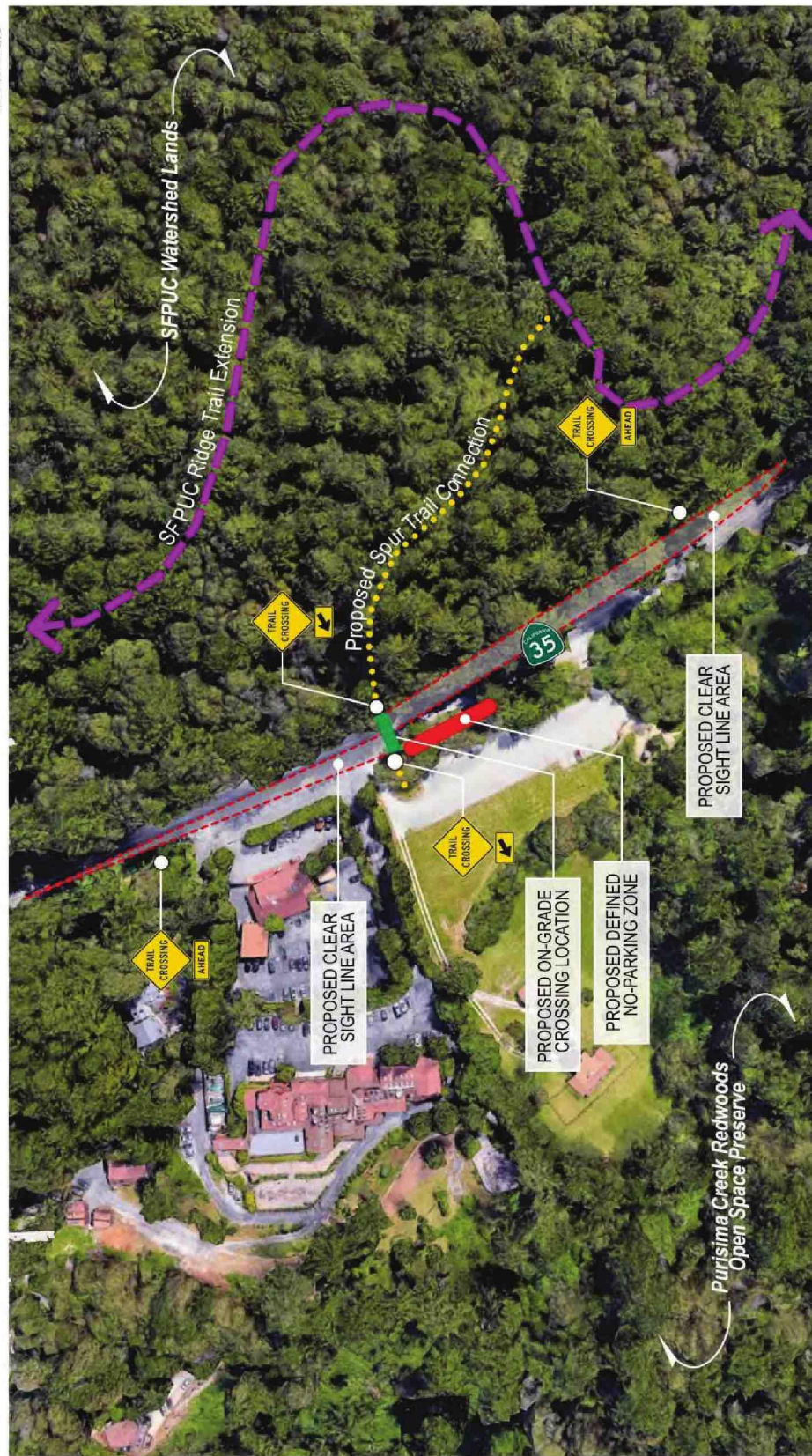
HWY 35 MULTI-USE TRAIL CROSSING AND PARKING EXPANSION FEASIBILITY STUDY **PURISIMA CREEK REDWOODS OPEN SPACE PRESERVE** **NORTH RIDGE PARKING LOT**



ATTACHMENT 1.c EXISTING CONDITIONS



HWY 35 MULTI-USE TRAIL CROSSING AND PARKING EXPANSION FEASIBILITY STUDY **PURISIMA CREEK REDWOODS OPEN SPACE PRESERVE** **NORTH RIDGE PARKING LOT**



ATTACHMENT 1.d ON-GRADE CROSSING RECOMMENDATIONS



HWY 35 MULTI-USE TRAIL CROSSING AND PARKING EXPANSION FEASIBILITY STUDY
PURISIMA CREEK REDWOODS OPEN SPACE PRESERVE
NORTH RIDGE PARKING LOT



ATTACHMENT 01.e PARKING SPATIAL ANALYSIS



Midpeninsula Regional Open Space District

R-23-138
Meeting 23-32
November 8, 2023

AGENDA ITEM 56

AGENDA ITEM

Carpool Pilot Program at Rancho San Antonio Open Space Preserve

GENERAL MANAGER'S RECOMMENDATIONS *den*

1. Conclude the carpool pilot program as the pilot program has reached its project objectives.
2. Direct the General Manager to add a new project to the upcoming fiscal year to evaluate possible long-term carpool program implementation options based on lessons learned from the pilot program.

SUMMARY

The Midpeninsula Regional Open Space District (District) initiated a year-long carpool pilot program at Rancho San Antonio Open Space Preserve & County Park (Rancho San Antonio, Preserve) in September 2022. The carpool pilot program supports the goals of the Rancho San Antonio Multimodal Access Study, which was completed in 2021 to identify green modes of transportation for addressing congestion and parking issues and improve the visitor experience. This report summarizes the findings from the pilot program and presents the General Manager's recommendations for next steps.

BACKGROUND

Over the past 20 years, Rancho San Antonio has experienced increased visitation, where the 2022 total estimated visitation has exceeded one million visitors. The Preserve is popular due to its proximity to many bayside communities and ease of access. As such, parking demand has exceeded supply, creating parking and congestion impacts both onsite and for adjacent communities. In response to the ongoing parking and congestion issues, some adjacent neighborhoods have eliminated parking altogether or restricted parking during Preserve peak hours. These parking policy changes have further exacerbated the parking challenges at this popular preserve. To address parking and congestion issues, the District initiated the Rancho San Antonio Multimodal Access Study (Study) in 2020.

The Study explores and evaluates non-motorized mobility, transit options, and parking alternatives for the Preserve. The Study identifies strategies for encouraging visitors to use greener modes of transportation and reduce parking demand and traffic, while maintaining equitable access for both local and regional visitors. The Study prioritizes 15 transportation demand management (TDM) strategies and organizes them into three sets of recommendations. The Board of Directors (Board), at its April 28, 2021 meeting, approved moving forward with the first set of recommendations, including the following six strategies (*italics added to highlight the strategy that is the subject of this report*):

- Bike facilities
- New and improved bike access
- Subsidized ride hail
- Free or low-cost shuttle service
- *Carpool restricted lot*
- Dynamic or variable signage

The District has been actively implementing priority one strategies since Board authorization in April 2021. To date, new bike facilities and a dynamic sign have been installed, a one-year carpool restricted pilot program was initiated in September 2022, the City of Los Altos has made bike infrastructure modifications along St. Joseph Avenue, and a funding agreement with the City of Cupertino to improve bike access along Cristo Rey Drive has been executed with implementation anticipated later this year/early next year. Additionally, we are in the process of completing the evaluation of the shuttle program and ride hail program.

DISCUSSION

Carpool Pilot Program Implementation

Initial Program Design

The goal of a carpool restricted lot is to incentivize visitors to shift from single-occupancy vehicles to high-occupancy vehicles. The 2021 Study outlines key considerations for the carpool restricted lot strategy, including:

- An attendant would be necessary for compliance.
- The carpool lot should be sized for about a quarter of the overall parking to accommodate all carpool vehicles at any given time.
- Consider a pilot program for ease of implementation
- Consider a peak-time or weekend-only carpool lot to minimize staffing/operation cost

Using these guidelines and considering the fact that the District has never implemented such a program, staff determined that a pilot carpool program on weekends and holidays was the most appropriate next step to test this strategy. The pilot program would allow the District to evaluate the effectiveness of this strategy and collect data for potential long-term implementation.

To initiate the pilot program, staff first reviewed the parking setting at the Preserve main entrance. The main entrance parking area is comprised of six parking lots (Lots 1 through 6), with a total of 328 parking spaces, including 309 standard spaces, 14 ADA spaces, 5 motorcycle spaces and an equestrian trailer parking and staging area (Attachment 1). The breakdown of parking spaces for each lot is shown below:

Parking Lot	Vehicle Parking Spaces	ADA Parking Spaces	Other Parking Spaces
1	80	4	Equestrian Area
2	48	1	None
3	22	2	None
4	46	2	None
5	30	0	None
6	83	5	5 (Motorcycle)
Total	309	14	5

Lots 2 to 6 are located adjacent to and along the Rancho San Antonio Service Road, a 25-foot-wide two-lane road. Lot 1 feeds to and from the Rancho San Antonio Service Road just beyond the main parking area entrance point. After careful review of the parking area setting and consultation with patrol staff, while recognizing it may not be the most ideal location given its long distance to the main trailhead, Lot 1 was selected as the carpool restricted lot for the pilot program based on the following reasons:

- Single entrance/exit point for ease of operation
- Only lot that could be monitored without major physical modifications to the parking area
- Contains 80 parking spaces, which is about 25% of total parking spaces available

In addition to reviewing the parking setting, staff also reviewed and evaluated data collected from a year-long traffic counting project conducted in 2017. Based on the 2017 data, nearly 40% of vehicles visiting on weekends already have two visitors. As the goal of the pilot program is to incentivize visitors to shift to high-occupancy vehicles and based on the total number of carpool space available, it was determined that the carpool limit should be set at three or more occupancies for the program to be effective.

Dynamic Sign

Understanding that implementing such a program is a significant change to many visitors, staff timed the implementation of the pilot program after the installation of a dynamic sign to lessen the potential impacts and provide a better visitor experience. The dynamic sign system provides real-time parking availability for both the carpool lot and the non-carpool lots at the main parking area entrance, as well as on District website, allowing visitors the opportunity to check parking conditions before they leave home. The dynamic sign is a welcomed amenity, and the parking availability webpage is one of the most visited District webpages.

Public Education and Notification

Ahead of implementation of the carpool pilot program, the District launched a robust public education and notification process to get the message out to the community about this upcoming pilot program. The process included pop-up tabling events at the Preserve, articles in District newsletters (print & digital), email notifications, social media announcements, press release, and temporary signs with “carpool pilot coming soon” messages throughout the parking areas with QR codes and web links for more information. A dedicated webpage was developed and has been periodically updated throughout the carpool implementation period.

Program Implementation Logistics

The Visitor Service Department (VS) is responsible for the day-to-day implementation of the carpool pilot program. Additional seasonal staff have been hired to operate the carpool program. For Fiscal Year 2022-23 (FY23), \$56,491 was budgeted, and for FY24, \$66,733 is budgeted towards temporary staff for the implementation of the program. Staff are staged at the entrance to manage carpool lot entry, count the number of vehicles and occupants in each vehicle, and observe which lots those who qualify for the carpool lot chose to utilize. Seasonal staff also monitor the dynamic signage counts on the website to verify the amount of open parking spaces.

No permanent facilities/structures were introduced for the pilot program. VS staff set up the temporary monitoring station at the entrance in the morning and remove it at the end of the shift. These temporary structures did not hold up nor provide adequate shelter during inclement weather.

Public Feedback

To date, the District has received 29 written comments related to the carpool pilot program. More than 80% of the comments were received during the first 6 weeks of implementation. The comments can be grouped into the following categories:

- General concerns about restricted parking enforcement (12)
- Location of the carpool lot (5)
- Speedhumps, which were installed to slow down traffic to improve accuracy of traffic sensors for the dynamic sign (12)
- Other (1 each: neighborhood parking & parking counter on website)

In most cases, staff provided responses explaining the purpose of the carpool pilot program. Two of the comments about speedbumps raised potential concerns about bicycle safety. In response, staff reconfigured the speedbumps to allow bicycles to pass through the bumps and improved bike path directional signage to encourage bicyclists to use existing bike paths that run parallel to the service road.

What We Learned from the Pilot Program

Field Observations

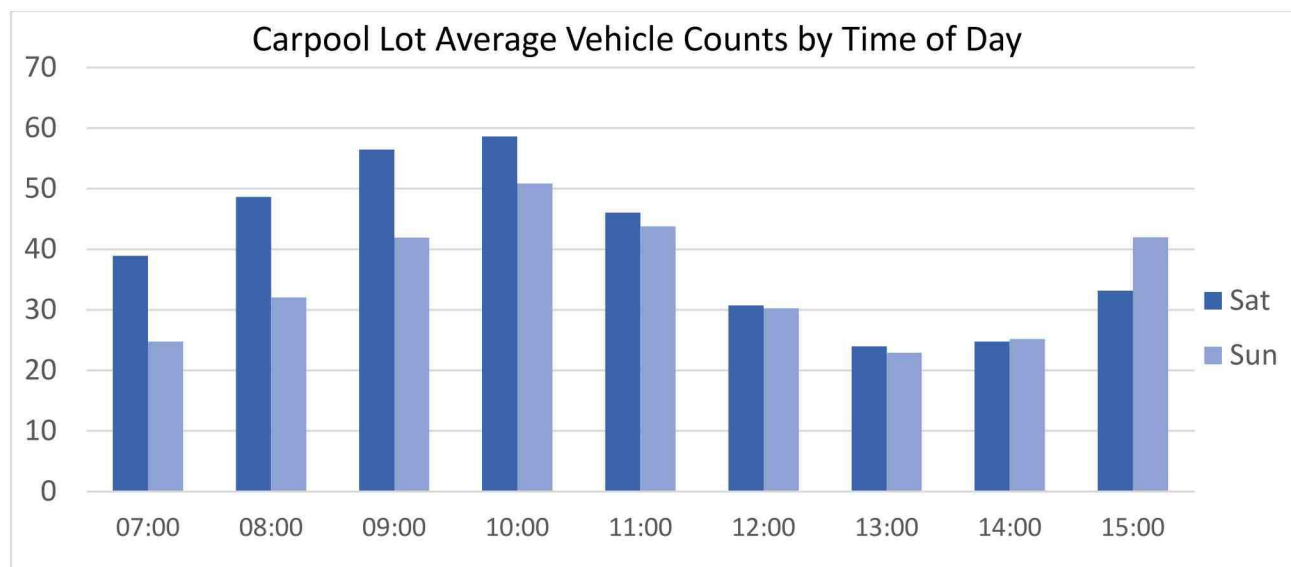
Key field observations are summarized below:

- Lot 1 typically has available parking after the rest of the parking lots are full, meeting the program objective to incentivize visitors to carpool.
- When vehicles with three or more occupants come to the main entrance, many decline the offer to park in the carpool lot if parking spaces closer to the main preserve entrance are still available. Lots 5 or 6 continue to be the most popular parking lots at the main entrance because of their proximity to preferred areas and amenities.
- On many weekends, all parking lots were full prior to operating the carpool lot. Carpool hours would need to begin when entrance gates open.

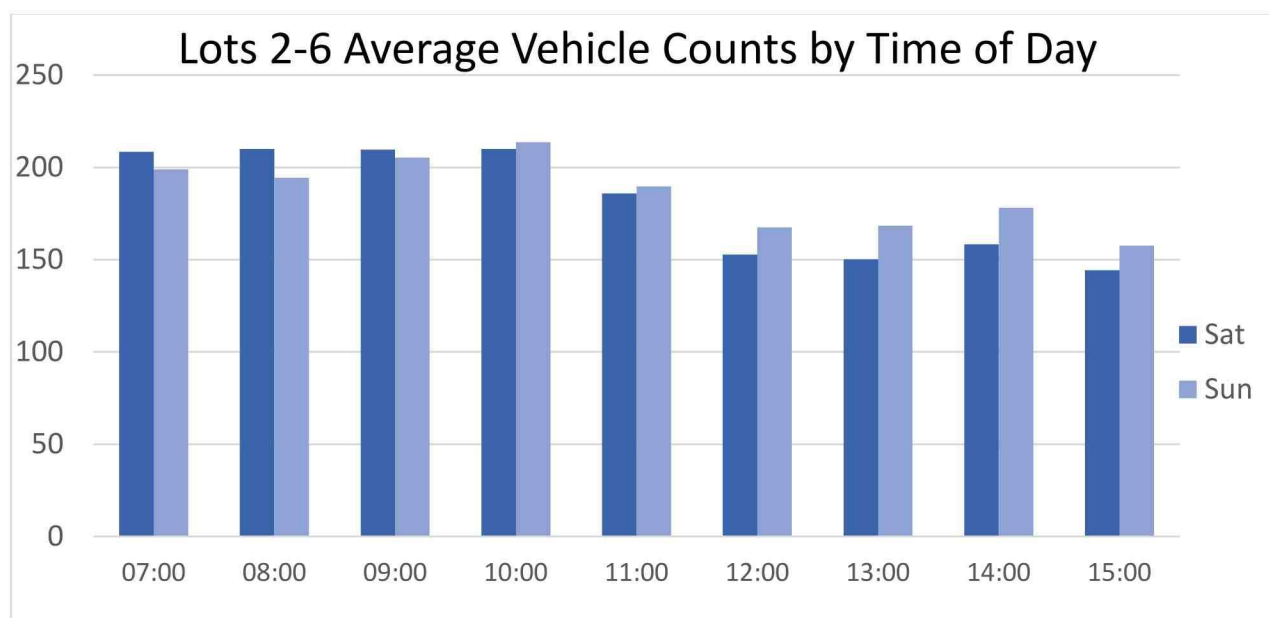
Data Analysis

The dynamic sign system automatically collects vehicle ingress/egress and parking availability information. Ranger staff collected vehicle occupancy information. These helpful data provided some insights on the parking situation at the Preserve. Below are two key findings from the data.

This graph below shows average vehicle counts for the Carpool lot on Saturdays and Sundays, from September 2022 through September 2023, during the hours when carpool restrictions were enforced (7:00 am to 3:00 pm). It shows clear peaks in visitation in late morning. On average, Lot 1 reaches almost 80% occupancy at peak times on Saturdays and almost 70% occupancy on Sundays. This average includes all days, including those with inclement weather when the Preserve has fewer visitors. Over the 109 days that carpool restrictions were enforced, the Carpool Lot reached capacity on 26 days and exceeded 90% of capacity on 63 days.

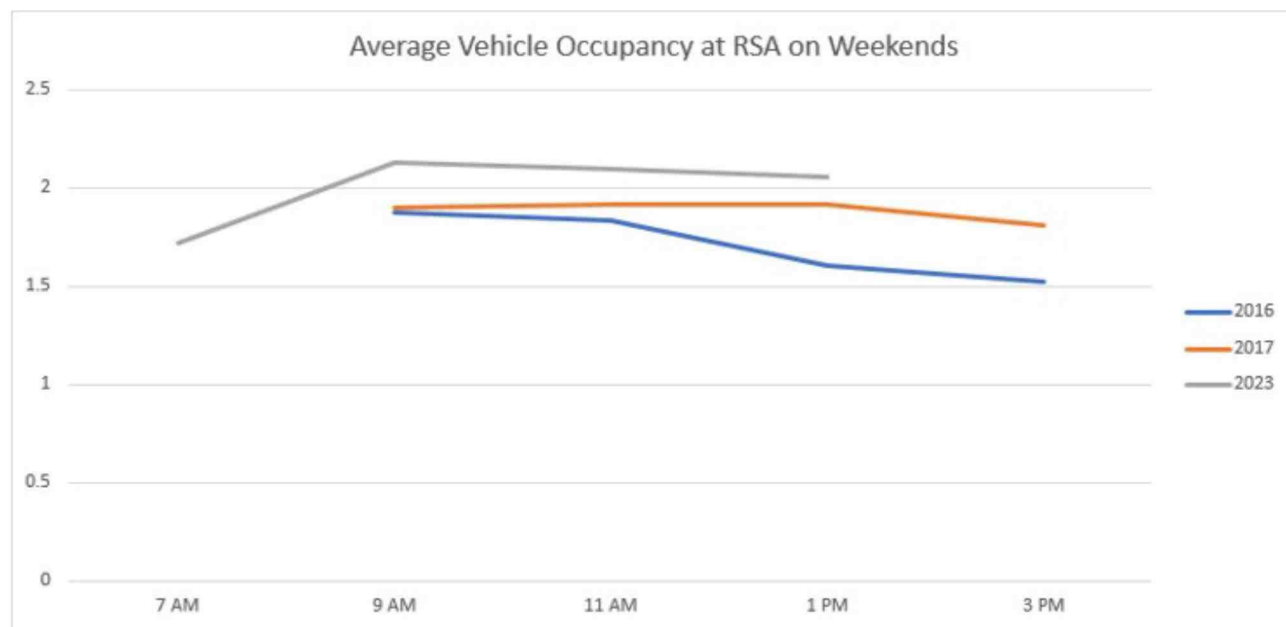


For comparison, the next graph shows the average vehicle counts for Lots 2-6 on Saturdays and Sundays, from September 2022 through September 2023. It shows that lots tend to fill early in the morning and gradually empty starting in the late morning. On average, Lots 2-6 reach almost 90% occupancy at peak times on Saturdays and almost 100% occupancy on Sundays. This average includes all days, including those with inclement weather when the Preserve has fewer visitors. Over the 109 days that carpool restrictions were enforced, Lots 2-6 reached capacity on 74 days and exceeded 90% of capacity on 96 days. The vehicle counts for the carpool lot and other lots confirm the field observations that the carpool lot is being used and it usually has some capacity after the rest of the lots are full, meeting the program objective to incentivize visitors to carpool.



The graph below compares the vehicle occupancy observations gathered by Visitor Services staff in 2023 based on data gathered in a visitation use estimation study performed from October 2016 through December 2017. An observer stationed at the entrance gate recorded the number of vehicles and occupants in each vehicle as they entered the parking area. The study data was collected at various times of day and days of the week, in one-hour time periods over more than

a year. As part of the Carpool Pilot program, Visitor Services started counting vehicles and vehicle occupancy entering Rancho San Antonio in February 2023. Data was collected while the Carpool Lot was monitored, capturing parking and visitation data for typical peak periods on weekends and holidays in two-hour periods. Data was normalized in order to compare the two data sets. Data from the earlier study was aggregated into 2-hour windows for comparison and data for weekdays was removed from the dataset. Vehicle occupancy was subsequently recalculated for each time period.



The graph shows a slight increase in average vehicle occupancy comparing the 2023 data and the 2016 and 2017 data. While it is exciting to see the increase, it should be noted that it might be difficult to draw definitive conclusions from this graph that the increase is a direct result of the carpool lot because many factors influence visitation and vehicle occupancy rates. The graph compares data collected across various times of the year and under various weather conditions, both of which can affect visitation and the average number of occupants in each vehicle. Additionally, visitation to Rancho San Antonio has changed before and after Covid, with many new visitors discovering the Preserve and making regular visits to open spaces a part of their “new normal”.

Lessons Learned

Based on field observations and data analysis, lessons learned from the carpool pilot program can be summarized as follows:

- Although there are differing opinions about the effectiveness of the carpool lot, most visitors appreciate District efforts to explore ways to address parking and congestion issues at Rancho San Antonio.
- The dynamic sign is crucial to the success of the carpool program as it provides real-time parking availability information on-site and online, which is helpful to VS staff and many preserve visitors.
- Daily setup/takedown of the monitoring station is time consuming and the accommodations in the temporary station are not adequate. A permanent station is needed if a long-term permanent carpool program is considered.
- Constantly training seasonal staff is not sustainable. The program needs dedicated staff if a long-term permanent carpool program is considered.

- Need to relocate the carpool lot to be closer to the main trailhead if a long-term permanent program is considered. Such a relocation will require parking modifications/reconfiguration and other new infrastructure.

Next Steps

The District has reached the end of the one-year pilot carpool program. This year-long program has offered an invaluable opportunity to experiment carpool restrictions, which has never been tried before at District preserves. As summarized above, the District has gained helpful data and learned many lessons that can be applied for permanent implementation at Rancho San Antonio and other preserves. Based on the lessons learned from the pilot program, the General Manager recommends the following:

- Conclude the pilot program as the District has collected sufficient data to evaluate next steps.
- Direct the General Manager to add a new project to the upcoming fiscal year to evaluate long-term carpool program implementation options, which may include, but not be limited to a preferred carpool lot location, number of parking spaces designated for carpools, permanent monitoring station, potential parking circulation modifications and/or parking lot reconfiguration to accommodate a permanent carpool program, and potential parking lot expansion to allow more carpool spaces (or to replace spaces that are assigned for carpools).

Santa Clara County (County) owns Rancho San Antonio County Park, which is located just east of the Preserve and includes the main parking area. The District operates the property under a management agreement with the County. Any proposed modifications to the parking area will need to be reviewed and approved by the County in order to proceed with implementation.

FISCAL IMPACT

The Rancho San Antonio Multimodal Access – Implementation project falls under two projects: MAA11-003 (Measure AA (MAA) funded) and VP11-001 (non-MAA Funded). MAA11-003 supports capital expenditures and improvements, while VP11-001 supports operating activities and expenditures (which has included the carpool pilot program). If the Board directs the General Manager to proceed with evaluating options for a permanent carpool program at Rancho San Antonio Open Space Preserve, costs would be refined and presented at a future date for Board consideration.

PRIOR BOARD AND COMMITTEE REVIEW

April 28, 2021: The Board reviewed and approved the Rancho San Antonio Multimodal Access Strategies Report and directed the General Manager to begin implementing the first set of prioritized transportation demand management strategies and recommendations, including the exploration of a free or low-cost shuttle program and subsidized ride hail.

- [Board report](#)
- [Minutes](#)

February 23, 2022: The Board received a memo for the Rancho San Antonio Multimodal Access Implementation Update

- [Memo](#)

July 11, 2023 and July 18, 2023: The Planning and Natural Resources Committee received a presentation on the proposed shuttle and ride hail service design concepts and performance measures and contingent TDM measures.

- [PNR Report](#)
- [July 11, 2023 Minutes](#) & [July 18, 2023 Minutes](#)

August 9, 2023: The Board received a memo on estimated visitation for 2022.

- [Memo](#)

September 12, 2023: The Board received a presentation on the proposed shuttle and ride hail service design concepts and performance measures and contingent TDM measures.

- [Board Report](#)
- [Minutes](#)

PUBLIC NOTICE

Public notice was provided as required by the Brown Act. Additional notice was provided to County Parks, the Cities of Cupertino, Mountain View, Los Altos and Los Altos Hills, Santa Clara Valley Water District, Santa Clara Valley Transportation Authority, and Rancho San Antonio Open Space Preserve interested parties.

CEQA COMPLIANCE

The conclusion of the one-year carpool pilot program is not considered a project under CEQA. Feedback received from Board at this meeting will inform future actions that may be subject to CEQA, and subsequent environmental review would be conducted at that time.

NEXT STEPS

Pending Board direction, the General Manager will direct staff to evaluate long-term carpool program implementation options in FY25.

Attachment(s)

1. Parking Lot Map

Responsible Department Head:
Ana Ruiz, General Manager

Prepared by:
Susanna Chan, Assistant General Manager, General Manager's Office
Brad Pennington, Foothills Area Superintendent, Visitor Services Department

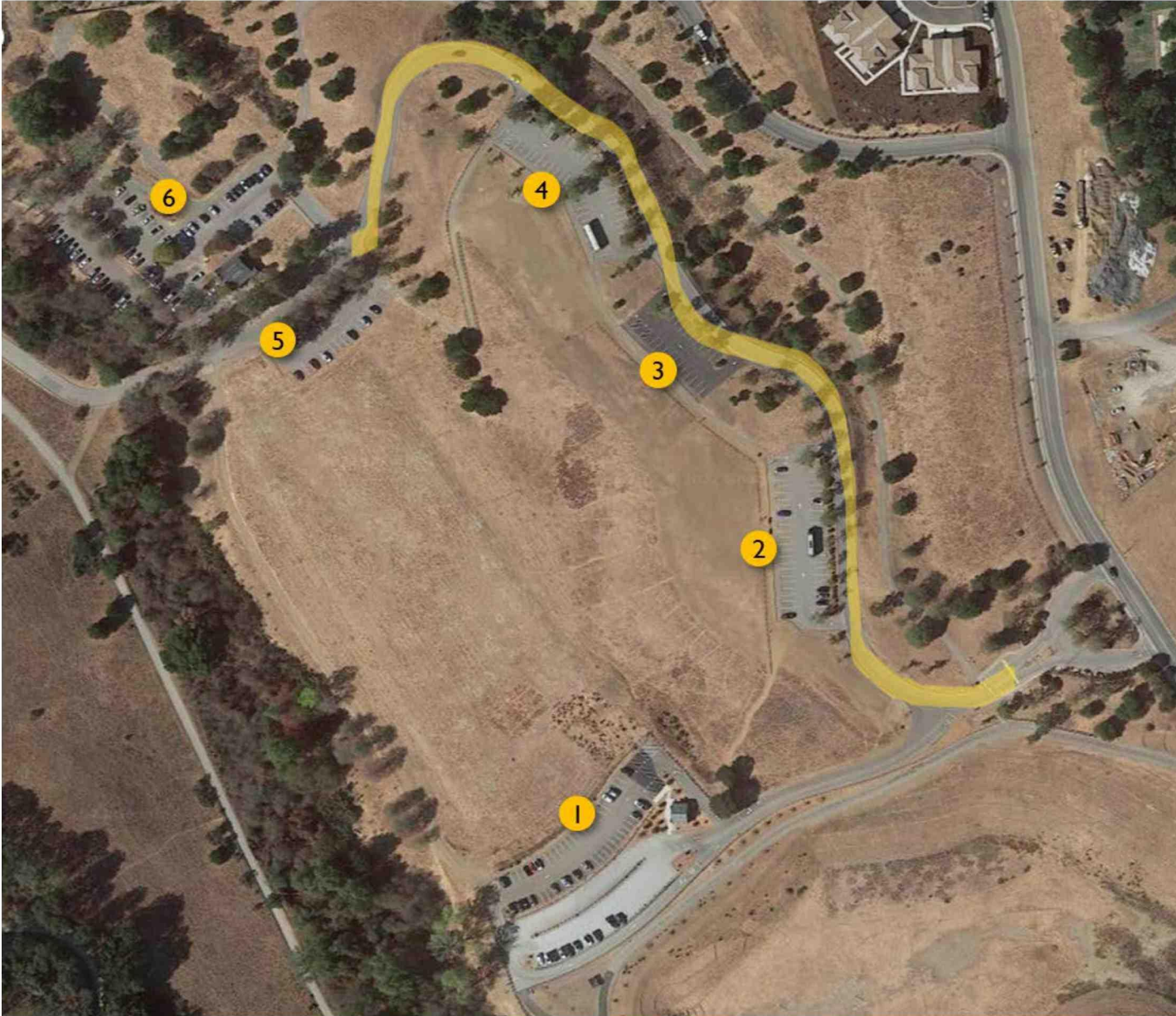
Contact person:
Susanna Chan, Assistant General Manager

Graphics prepared by:
Marion Shaw, Management Analyst II



CARPOOL PILOT PROGRAM AT RANCHO SAN ANTONIO OPEN SPACE PRESERVE

Service Road through parking areas is highlighted



Lots

- (1) Equestrian Lot/ Hammond Snyder Trailhead, reserved for carpools on weekends & holidays
- (2) North overflow/remote-controlled airfield lot
- (3) Central overflow/remote-controlled airfield lot
- (4) South overflow/remote-controlled airfield lot
- (5) Main Lot overflow
- (6) Main Lot



Midpeninsula Regional
Open Space District

R-23-134
Meeting 23-32
November 8, 2023

AGENDA ITEM 67

AGENDA ITEM

Approval of Salary Adjustments and Amended Classification and Compensation Plan for Board Appointee Controller

BOARD APPOINTEE EVALUATION COMMITTEE'S RECOMMENDATIONS

As a result of the Board of Director's (Board) evaluation of the performance of the Midpeninsula Regional Open Space District's (District) Board Appointees for Fiscal Year 2022-23 (FY23), the Board Appointee Evaluation Committee recommends the following compensation adjustments for the Controller for FY24: Adjust the Controller's base salary upward to \$52,760, plus a one-time merit pay bonus of \$1,583.

The Board Appointee Evaluation Committee recommends the adoption of a resolution approving the salary adjustments. The Board Appointee salary changes will be adopted through the Board approved Classification and Compensation Plan.

DISCUSSION

The Board Appointee Evaluation (BAE) Committee was established to conduct the evaluation process for its Appointees. The BAE Committee was instructed to serve as the District's negotiator and met with the Board Appointees to discuss their performance and compensation. The Board has three appointees: the General Manager, the Controller, and the General Counsel.

The Board, working through the BAE Committee, implemented this process and completed this year's annual evaluation of the performance of the Controller during the summer through fall of 2023.

The Controller met all performance standards and critical deadlines for FY23. The Board is very pleased with the Controller's accomplishments and overall performance in FY23. The District's financial position is very solid thanks in part to the Controller's long-term financial model and his on-going financial guidance. His fresh perspective, wisdom gained from over 45 years at the District and many years in the for-profit sector, and his role as the Board's "internal auditor" are all highly valued by the Board. The Controller's long-term and high-level overview of the District's financial and overall business model is a helpful complement to the staff's focus on shorter-term (3-year Capital Improvement and Action Plan horizon) business management.

Based on his excellent performance for FY23, the BAE Committee recommends providing the Controller compensation noted above. Salary changes will be adopted through the Board approved Classification and Compensation Plan.

BOARD COMMITTEE REVIEW

The recommended performance review and salary adjustments were thoroughly reviewed by the Board Appointee Evaluation Committee, prior to review by the entire Board.

FISCAL IMPACT

For the Controller: Total of the annual salary plus one-time adjustment equals \$52,760 with a one-time merit pay bonus of \$1,583.

PUBLIC NOTICE

All public noticing requirements of the Brown Act have been met. No additional notice is necessary.

CEQA COMPLIANCE

This item is not subject to the California Environmental Quality Act (CEQA).

NEXT STEPS

If approved, the compensation adjustments and merit bonuses will be amended accordingly.

Attachments:

1. Resolution Approving Salary Adjustment and Revised Employment Agreement for the Controller

Submitted by: Board Appointee Evaluation Committee
Director Kishimoto
Director MacNiven
Director Riffle, Chair

Staff Contact:
Candice Basnight, Human Resources Manager

RESOLUTION NO. 23-__

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
MIDPENINSULA REGIONAL OPEN SPACE DISTRICT APPROVING AN
AMENDED CLASSIFICATION AND COMPENSATION PLAN, A
SALARY INCREASE AND A ONE-TIME MERIT PAY BONUS FOR THE
DISTRICT'S CONTROLLER**

WHEREAS, effective July 8, 2009, the Board of Directors of the Midpeninsula Regional Open Space District entered into a District Controller Employment Agreement ("Agreement") with Michael L. Foster, employing him as the District's Controller; and

WHEREAS, the Agreement provides for an annual review of the District Controller's performance and determination of meritorious pay, which the Board has completed; and

WHEREAS, the Board is very pleased with the Controller's excellent performance during this evaluation period. His ability to provide to the staff and the Board sound recommendations, a long-term financial model, and wisdom gained over his many years of service to the District has been incredibly valuable. He met or exceeded all the goals previously set for him during his last annual review; and

WHEREAS, the Board, based on its annual review of the Controller's performance, desires to grant him an adjustment to his base salary, to \$52,760 per year, with a one-time merit pay bonus of \$1,583 in recognition of his performance during Fiscal Year 2022-2023.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Midpeninsula Regional Open Space District as follows:

1. The Controller's base salary shall be adjusted to \$52,760 per year, retroactive to July 1, 2023, for Fiscal Year 2023-24.
2. The relevant portion of the District's Classification and Compensation Plan shall be amended to reflect the following:

Board Appointee Group Compensation	Hourly	Monthly	Annual	Effective	Last Revised
Controller - <i>Part-time position</i>	\$101.4615	\$4,397	\$52,760	7/1/2023	11/8/2023

3. The Board grants the Controller a one-time merit pay bonus of \$1,583.

* * * * *

PASSED AND ADOPTED by the Board of Directors of the Midpeninsula Regional Open Space District on November 8, 2023, at a regular meeting thereof, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

Craig Gleason, Secretary
Board of Directors

Yoriko Kishimoto, President
Board of Directors

APPROVED AS TO FORM:

Hilary Stevenson, General Counsel

I, the District Clerk of the Midpeninsula Regional Open Space District, hereby certify that the above is a true and correct copy of a resolution duly adopted by the Board of Directors of the Midpeninsula Regional Open Space District by the above vote at a meeting thereof duly held and called on the above day.

Maria Soria, District Clerk



Midpeninsula Regional
Open Space District

R-23-135
Meeting 23-32
November 8, 2023

AGENDA ITEM 78

AGENDA ITEM

Approval of Salary Adjustments and Classification and Compensation Plan for Board Appointee General Counsel

BOARD APPOINTEE EVALUATION COMMITTEE'S RECOMMENDATIONS

As a result of the Board of Director's (Board) evaluation of the performance of the Midpeninsula Regional Open Space District's (District) Board Appointees for Fiscal Year 2022-23 (FY23), the Board Appointee Evaluation Committee recommends the following compensation adjustments for the General Counsel for FY24: Adjust the General Counsel's base salary upward to \$274,070, plus a one-time merit pay bonus of \$13,704.

The Board Appointee Evaluation Committee recommends the adoption of a resolution approving the salary adjustments. The Board Appointee salary changes will be adopted through the Board approved Classification and Compensation Plan.

DISCUSSION

The Board Appointee Evaluation (BAE) Committee was established to conduct the evaluation process for its Appointees. The BAE Committee was instructed to serve as the District's negotiator and met with the Board Appointees to discuss their performance and compensation. The Board has three appointees: the General Manager, the Controller, and the General Counsel.

The Board, working through the BAE Committee, implemented this process and completed this year's annual evaluation of the performance of the General Counsel, during the summer through fall of 2023.

The General Counsel met all performance goals and standards as well as critical deadlines for FY23. The Board is very pleased with the General Counsel's accomplishments and overall performance during FY23. Key accomplishments include deftly handling various lawsuits and key real property transactions including Cloverdale Ranch and Johnston, coordination with partner agencies on matters such as Lehigh quarry, and property management issues including Bear Creek Stables.

The General Counsel has assembled and retained a strong team and her department has been fully staffed for much of FY23. She has helped her team provide strong and consistent legal support in an evolving hybrid work environment with differing department work-from-home arrangements.

The Board is also pleased with General Counsel's selection and use of outside counsel to complement her team and her relationship with legal teams in partner agencies like Santa Clara County and San Mateo County. General Counsel was very helpful with the on-boarding process for the two new Board members, and she continues to be very available to the Board as needed for any legal matters.

The BAE Committee recommends an increase in the General Counsel's base salary as noted above after comparisons were made with the market and comparable agencies. Additionally, due to her outstanding performance in FY23, the BAE Committee recommends providing the General Counsel with a one-time merit bonus as noted above. Salary changes will be adopted through the Board approved Classification and Compensation Plan.

BOARD COMMITTEE REVIEW

The recommended performance review and salary adjustments were thoroughly reviewed by the Board Appointee Evaluation Committee, prior to review by the Board.

FISCAL IMPACT

For the General Counsel: Total of the annual salary plus one-time adjustment equals \$274,070 with a one-time merit pay bonus of \$13,704.

PUBLIC NOTICE

All public noticing requirements of the Brown Act have been met. No additional notice is necessary.

CEQA COMPLIANCE

This item is not subject to the California Environmental Quality Act (CEQA).

NEXT STEPS

If approved, the compensation adjustment and merit bonus will be implemented as set out in the Resolution attached.

Attachments:

1. Resolution Approving Salary Adjustment and Amended Employment Agreement for General Counsel

Submitted by: Board Appointee Evaluation Committee
Director Kishimoto
Director MacNiven
Director Riffle, Chair

Staff Contact:
Candice Basnight, Human Resources Manager

RESOLUTION NO. 23-__

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT APPROVING AN AMENDED CLASSIFICATION AND COMPENSATION PLAN, A SALARY INCREASE AND A ONE-TIME MERIT PAY BONUS FOR THE DISTRICT'S GENERAL COUNSEL

WHEREAS, effective July 11, 2018, the Board of Directors of the Midpeninsula Regional Open Space District entered into a District General Counsel Employment Agreement ("Agreement") with Hilary Stevenson, employing her as the District's General Counsel; and

WHEREAS, the Agreement provides for an annual review of the General Counsel's performance and determination of meritorious pay, which the Board has completed; and

WHEREAS, the Board is very pleased with the General Counsel's superior and outstanding performance during this evaluation period. She provided excellent legal advice especially during a very challenging year and kept the Board informed of all legal matters requiring attention. She met or exceeded all the goals previously set for her during her last review; and

WHEREAS, the Board, based on its annual review of the General Counsel's performance and comparisons with the market and comparable agencies, and based on her outstanding performance during FY2022-23 desires to adjust the General Counsel's base salary upward to \$274,070, plus a one-time merit pay bonus of \$13,704.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Midpeninsula Regional Open Space District as follows:

1. The General Counsel's base salary shall be adjusted to \$274,070 retroactive to July 1, 2023, for Fiscal Year 2023-24.
2. The relevant portion of the District's Classification and Compensation Plan shall be amended to reflect the following:

Board Appointee Group Compensation	Hourly	Monthly	Annual	Effective	Last Revised
General Counsel	\$131.7644	\$22,839	\$274,070	7/1/2023	11/8/2023

3. The Board grants the General Counsel a one-time merit pay bonus of \$13,704.

* * * * *

PASSED AND ADOPTED by the Board of Directors of the Midpeninsula Regional Open Space District on November 8, 2023, at a regular meeting thereof, by the following vote:

AYES:

NOES:

ABSTAIN:
ABSENT:

ATTEST:

APPROVED:

Craig Gleason, Secretary
Board of Directors

Yoriko Kishimoto, President
Board of Directors

APPROVED AS TO FORM:

Gary Baum, Special Counsel

I, the District Clerk of the Midpeninsula Regional Open Space District, hereby certify that the above is a true and correct copy of a resolution duly adopted by the Board of Directors of the Midpeninsula Regional Open Space District by the above vote at a meeting thereof duly held and called on the above day.

Maria Soria, District Clerk



Midpeninsula Regional
Open Space District

R-23-136
Meeting 23-32
November 8, 2023

AGENDA ITEM 89

AGENDA ITEM

Approval of Salary Adjustments and Amended Classification and Compensation Plan for Board Appointee General Manager

BOARD APPOINTEE EVALUATION COMMITTEE'S RECOMMENDATIONS

As a result of the Board of Director's (Board) evaluation of the performance of the Midpeninsula Regional Open Space District's (District) Board Appointees for Fiscal Year 2022-23 (FY23), the Board Appointee Evaluation Committee recommends the following compensation adjustments for the General Manager for FY24: Adjust the General Manager's base salary upward to \$306,351, plus a one-time merit pay bonus of \$15,318.

The Board Appointee Evaluation Committee recommends the adoption of a resolution approving the salary adjustments. The Board Appointee salary changes will be adopted through the Board approved Classification and Compensation Plan.

DISCUSSION

The Board Appointee Evaluation (BAE) Committee was established to conduct the evaluation process for its Appointees. The BAE Committee was instructed to serve as the District's negotiator and met with the Board Appointees to discuss their performance and compensation. The Board has three appointees: the General Manager, the Controller, and the General Counsel.

The Board, working through the BAE Committee, implemented this process and completed this year's annual evaluation of the performance of the General Manager, during the summer and fall of 2023.

The Board is very pleased with the General Manager's accomplishments and overall performance during FY23. FY23 was a challenging year with significant storm damage, a difficult management transition at Bear Creek Stables, a move into the new Administrative Office (AO) while navigating an evolving hybrid work environment, and a restart of contract negotiations with the Midpeninsula Rangers Peace Officers Association. Some of the key highlight for FY23 include on-boarding two new Board members, wrapping up the year-long 50th anniversary celebration, managing staff inter-relationship during post-COVID and creating a new AO work environment, and major projects including Cloverdale Ranch acquisition, Alpine Road Trail repair and construction, Bear Creek Redwoods Open Space Preserve Alma College restoration and Purisima to the Sea planning process.

Through the General Manager's leadership the Board has seen the following key improvements

over the last year: staff overall morale and cohesion seems to be improving, the organization capacity is increasing, the District remains financially strong, impressive grant income growth including the District's readiness to take advantage of grants requiring "shovel ready" project status, partnerships have expanded and deepened, Diversity Equity and Inclusion efforts continue to be a priority and have expanded throughout the organization, increased connections of people with their open space and connections for wildlife across habitats, and expanded District presence on the San Mateo coast.

General Manager Ana Ruiz continues to bring a high level of dedication to the District's mission and staff, a creative yet calm and "can do" leadership style and an effective ability to connect with people both internally and externally.

The Board acknowledges the General Manager's excellent work during these challenging times. Her performance standards, goals and timeline requirements were met or exceeded. The BAE Committee recommends an increase in the General Manager's compensation to align her base salary with the market and comparable agencies. Additionally, based on her superior and outstanding performance in FY23, the BAE Committee recommends providing the General Manager with a one-time merit bonus as noted above. Salary changes will be adopted through the Board approved Classification and Compensation Plan.

BOARD COMMITTEE REVIEW

The recommended performance review and salary adjustments were thoroughly reviewed by the Board Appointee Evaluation Committee, prior to review by the Board.

FISCAL IMPACT

For the General Manager: Total of the annual salary plus one-time adjustment equals \$306,351 plus a one-time merit pay bonus of \$15,318.

PUBLIC NOTICE

All public noticing requirements of the Brown Act have been met. No additional notice is necessary.

CEQA COMPLIANCE

This item is not subject to the California Environmental Quality Act (CEQA).

NEXT STEPS

If approved, the salary adjustment and merit bonus will be implemented as set out in the Resolution attached, and the employment agreements will be amended accordingly.

Attachment:

1. Resolution Approving Salary Adjustment and Amended Employment Agreement for General Manager

Submitted by: Board Appointee Evaluation Committee

Director Kishimoto
Director MacNiven
Director Riffle, Chair

Staff Contact:
Candice Basnight, Human Resources Manager

RESOLUTION NO. 23-__

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT APPROVING AN AMENDED CLASSIFICATION AND COMPENSATION PLAN, A SALARY INCREASE AND A ONE-TIME MERIT PAY BONUS FOR THE DISTRICT'S GENERAL MANAGER

WHEREAS, effective June 13, 2018, the Board of Directors of the Midpeninsula Regional Open Space District entered into a District General Manager Employment Agreement ("Agreement") with Ana Maria Ruiz, employing her as the District's General Manager; and

WHEREAS, the Agreement provides for an annual review of the General Manager's performance and determination of meritorious pay, which the Board has completed; and

WHEREAS, the Board is very pleased with the General Manager's superior and outstanding performance for the Fiscal Year 2022-23 evaluation period. This evaluation period was impacted by the many challenges including significant storm damage, move to the new Administration Office building, and transitioning management of Bear Creek Stables. Yet the Midpen's accomplishments were incredible given these associated challenges. The General Manager, met or exceeded all the goals previously set for her during her last review; and

WHEREAS, the Board, based on its annual review of the General Manager's performance, in recognition of her performance during Fiscal Year 2022-2023 and to bring her compensation to the market and comparable agencies, desires to adjust the General Manager's base salary upward to \$306,351, plus a one-time merit pay bonus of \$15,318.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Midpeninsula Regional Open Space District as follows:

1. The General Manager's base salary shall be adjusted to \$306,351 retroactive to July 1, 2023, for Fiscal Year 2023-24.
2. The relevant portion of the District's Classification and Compensation Plan shall be amended to reflect the following:

Board Appointee Group Compensation	Hourly	Monthly	Annual	Effective	Last Revised
General Manager	\$147.2841	\$25,529	\$306,351	7/1/2023	11/8/2023

3. The Board grants the General Manager a one-time merit pay bonus of \$15,318.

* * * * *

PASSED AND ADOPTED by the Board of Directors of the Midpeninsula Regional Open Space District on November 8, 2023, at a regular meeting thereof, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

Craig Gleason, Secretary
Board of Directors

Yoriko Kishimoto, President
Board of Directors

APPROVED AS TO FORM:

Hilary Stevenson, General Counsel

I, the District Clerk of the Midpeninsula Regional Open Space District, hereby certify that the above is a true and correct copy of a resolution duly adopted by the Board of Directors of the Midpeninsula Regional Open Space District by the above vote at a meeting thereof duly held and called on the above day.

Maria Soria, District Clerk



Documents in this packet include:

- Board Questions and Staff Responses
- Written Comments from Members of the Public to the Board of Directors



**November 8, 2023 – Board Questions
Meeting 23-32**

Question:

Please provide additional information on the following two claims:

- Payment Number 7771 – Vendor Salinas Valley Barbwire – Elkus Lobitos & Lone Madrone Pasture Riparian Fence Projects: \$338,741
- Payment Number 10227: Peninsula Open Space Trust - Funding to POST for SCMSN "State of the Trails": \$50,000

Response:

- Payment Number 7771 – Vendor Salinas Valley Barbwire – Elkus Lobitos & Lone Madrone Pasture Riparian Fence Projects: \$338,741

This payment was for the completion of two fence projects by Salinas Valley Barbwire, which were approved by the Board on July 12, 2023. The project was completed within the base contract amount. The Board item that went to the Board in July included the following information:

Agenda Item

Award Two Contracts to Salinas Valley Barb Wire for Construction of Wildlife-Friendly Livestock Fencing for the Elkus/Lobitos Conservation Grazing Unit at Purisima Creek Redwoods Open Space Preserve and the Lone Madrone Conservation Grazing Unit at La Honda Creek Open Space Preserve.

General Manager's Recommendations

1. Authorize the General Manager to execute a contract with Salinas Valley Barb Wire in the base amount of \$114,756 with a 10% contingency amount of \$11,476 to construct 5,000 feet of wildlife friendly livestock fencing for the Elkus/Lobitos conservation grazing unit in Purisima Creek Redwoods Open Space Preserve for a total not-to-exceed contract amount of \$126,232.
2. Authorize the General Manager to execute a contract with Salinas Valley Barb Wire in the base amount of \$223,985 with a 10% contingency amount of \$22,399 to construct 8,000 feet of wildlife friendly livestock fencing for the Lone Madrone conservation grazing unit at La Honda Creek Open Space Preserve for a total not-to-exceed contract amount of \$246,384.

Click the following link for the [Full Report](#)

- Payment Number 10227: Peninsula Open Space Trust - Funding to POST for SCMSN "State of the Trails": \$50,000

This payment was approved under the General Manager's purchasing authority as the District's contribution to the Santa Cruz Mountains Stewardship Network's *State of the Trails project*. POST is the project fiscal sponsor and numerous agencies made contributions to POST to fund the region-wide project. The primary cost is for consultant services (Alta Planning and Design) to conduct the data collection, assessment and prepare the report. The consultant and member agencies just wrapped up a month of user surveys. The District conducted surveys at St. Joseph's Hill, Rancho San Antonio, El Corte de Madera and Purisima Creek Open Space Preserves. Surveys were also completed at other public parks and open spaces. The report is expected to be completed in 2024 and will be available to the District and SCMSN members to inform public access and trails planning from a larger geographic perspective.

Project Description

The *State of the Trails Project* is a study to understand how regional agencies, nonprofits, and private landholders can work together to meet the collective goals for a connected, resilient, and equitable trail system within the Santa Cruz Mountains. This includes balancing biodiversity and cultural resource protection, recreation, and equitable access for both those who currently use the trails and those who do not, and ensuring users' needs are being met. The study area encompasses the Santa Cruz Mountains, the western mountainous portions of San Mateo, Santa Clara, and Santa Cruz Counties from Daly City in the north to Santa Cruz in the south.

###

From: [Public Comment Form](#)
To: [Clerk; web](#)
Subject: 11/8 - Board of Directors Meeting: To be provided to the board of directors. (no limit)- Dogs on Leash-Joan Murphy -
Date: Thursday, November 2, 2023 6:18:03 PM

EXTERNAL

Meeting Date * 11 / 8 – Board of Directors Meeting

Is this a comment about a specific board item? * No

Subject * Dogs on Leash

Please check one: * In Favor

Where did you hear about this meeting? (check all that apply) *

- E-mail notification from Midpen

Name * Joan Murphy

City of Residence * San Jose

Email *

Comment Type * To be provided to the board of directors. (no limit)

Comments to be provided to the board of directors *

Dear Board--

Please provide many more trails to dogs on leash.

Dog owners pay for open space, too.

Thanks so much.

Joan Murphy

Please provide your phone number so we can identify you if you use the call-in number. *

From: [Mike Vandeman](#)
To: [Clerk](#)
Subject: November 8: 1. Highway 35 Multi-use Trail Crossing and Parking Feasibility Study at Purisima Creek Redwoods Open Space Preserve (R-23-137)
Date: Thursday, November 2, 2023 6:47:27 PM
Importance: Low

Some people who received this message don't often get email from mjvande@pacbell.net. [Learn why this is important](#)

EXTERNAL

When we are all trying to implement the Half Earth and 30x30 projects is no time to destroy more habitat!

The major harm that mountain biking does is that it greatly extends the human footprint (distance that one can travel) in wildlife habitat. E-bikes multiply that footprint even more. Neither should be allowed on any unpaved trail. Wildlife, if they are to survive, MUST receive top priority!

What were you thinking??? Mountain biking and trail-building destroy wildlife habitat! Mountain biking is environmentally, socially, and medically destructive! There is no good reason to allow bicycles on any unpaved trail!

Bicycles should not be allowed in any natural area. They are inanimate objects and have no rights. There is also no right to mountain bike. That was settled in federal court in 1996: <https://mjvande.info/mtb10.htm>. It's dishonest of mountain bikers to say that they don't have access to trails closed to bikes. They have EXACTLY the same access as everyone else -- ON FOOT! Why isn't that good enough for mountain bikers? They are all capable of walking....

Why do mountain bikers always insist on creating illegal trails? It's simple: they ride so fast that they see almost nothing of what they are passing. Therefore, they quickly get bored with any given trail and want another and another, endlessly! (In other words, mountain biking is inherently boring!)

A favorite myth of mountain bikers is that mountain biking is no more harmful to wildlife, people, and the environment than hiking, and that science supports that view. Of course, it's not true. To settle the matter once and for all, I read all of the research they cited, and wrote a review of the research on mountain biking impacts (see <https://mjvande.info/scb7.htm>). I found that of the seven studies they cited, (1) all were written by mountain bikers, and (2) in every case, the authors misinterpreted their own data, in order to come to the conclusion that they favored. They also studiously avoided mentioning another scientific study (Wisdom et al) which did not favor mountain biking, and came to the opposite conclusions.

Mountain bikers also love to build new trails - legally or illegally. Of course, trail-building destroys wildlife habitat - not just in the trail bed, but in a wide swath to both sides of the trail! E.g. grizzlies can hear a human from one mile away, and smell us from 5 miles away. Thus, a 10-mile trail represents 100 square miles of destroyed or degraded habitat, that animals are inhibited from using. Mountain biking, trail building, and trail maintenance all increase the number of people in the park, thereby preventing the animals' full use of their habitat. See <https://mjvande.info/scb9.htm> for details.

Mountain biking accelerates erosion, creates V-shaped ruts, kills small animals and plants on and next to the trail, drives wildlife and other trail users out of the area, and, worst of all, teaches kids that the rough treatment of nature is okay (it's NOT!). What's good about THAT?

To see exactly what harm mountain biking does to the land, watch this 5-minute video:
<http://vimeo.com/48784297>.

In addition to all of this, it is extremely dangerous: https://mjvande.info/mtb_dangerous.htm.

The latest craze among mountain bikers is the creation of "pump tracks" (bike parks). They are alleged to teach bicycling skills, but what they actually teach are "skills" (skidding, jumping ("getting air"), racing, etc.) that are appropriate nowhere! If you believe that these "skills" won't be practiced throughout the rest of the park and in all other parks, I have a bridge I'd like to sell you! ...

For more information: <https://mjvande.info/mtbfaq.htm>.

The common thread among those who want more recreation in our parks is total ignorance about and disinterest in the wildlife whose homes these parks are. Yes, if humans are the only beings that matter, it is simply a conflict among humans (but even then, allowing bikes on trails harms the MAJORITY of park users -- hikers and equestrians -- who can no longer safely and peacefully enjoy their parks).

The parks aren't gymnasiums or racetracks or even human playgrounds. They are WILDLIFE HABITAT, which is precisely why they are attractive to humans. Activities such as mountain biking, that destroy habitat, violate the charter of the parks.

Even kayaking and rafting, which give humans access to the entirety of a water body, prevent the wildlife that live there from making full use of their habitat, and should not be allowed. Of course those who think that only humans matter won't understand what I am talking about -- an indication of the sad state of our culture and educational system.

--

Machine-Free Trails Association

I am working on creating wildlife habitat that is off-limits to humans ("pure habitat"). Want to help? (I spent the previous 8 years fighting auto dependence and road construction.)

Wildlife must be given top priority, because they can't protect themselves from us.

Please don't put a cell phone next to any part of your body that you are fond of!

Stop obeying dictators and incompetent leaders from this time forward! Please share this message as widely as possible!

Are you still driving? Why?????

<https://mjvande.info>

To not receive email from me, just reply and ask to be removed.

From: [Public Comment Form](#)
To: [Clerk; web](#)
Subject: 11/8 - Board of Directors Meeting: To be provided to the board of directors. (no limit)-Purisima creek open space
-Jessi Smith -
Date: Friday, November 3, 2023 12:08:17 PM

EXTERNAL

Meeting Date * 11 / 8 – Board of Directors Meeting

Is this a comment about a specific board item? * Yes

Agenda Item Number or Subject * Purisima creek open space

Please check one: * In Favor

Where did you hear about this meeting? (check all that apply) *

- E-mail notification from Midpen

Name * Jessi Smith

City of Residence * Rural Half Moon Bay

Email * 

Comment Type * To be provided to the board of directors. (no limit)

Comments to be provided to the board of directors *

Please kindly consider a portion of the new trail segment to Purisima Creek Redwood Preserves's existing trails to be dog-friendly! I understand why this is not feasible with current existing trail system (riparian areas, high visitor use), but would be fantastic if the proposed short loop or a portion of connecting ridge trail segment or pacific coast segment would allow our canine friends!
Thank you.

Please provide your phone number so we can identify you if you use the call-in number. * 

RH Ross Heitkamp 08:16 PM

With the new trails coming, there will be increased interest in having through hiking camping in this vicinity. Doesn't need to be right at the parking area, but should be evaluated and considered. This could serve the 3 different through hikes that are probably not feasible without camping.

LL Loana Lumina (You) 09:11 PM

Hello Mr. Heitkamp, We do not take public comments through the Question-and-Answer through Zoom, however you can submit written comments through the District's public website at <https://www.openspace.org/who-we-are/public-meetings/comment-form>

Type answer

RH Ross Heitkamp 08:17 PM

I'd echo the question already shared from previous meetings that only 2 equestrian spaces seems low and the lower area should be evaluated to provide more.

LL Loana Lumina (You) 09:15 PM

Hello Mr. Heitkamp, We do not take public comments through the Zoom Question-and-Answer, however you can submit written comments through the District's public website at <https://www.openspace.org/who-we-are/public-meetings/comment-form>

Type answer

RH Ross Heitkamp 08:41 PM

I've seen striping on gravel parking lots using fire hose pinned in place

🗑️ This question has been answered live

LL Loana Lumina (You) 09:15 PM

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Type answer