



Midpeninsula Regional
Open Space District

Meeting 12-15

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

May 23, 2012

MINUTES

REGULAR MEETING – CLOSED SESSION

I. ROLL CALL

President Riffle called the Regular Meeting of the Midpeninsula Regional Open Space District Board of Directors to order at 5:00 p.m.

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

Members Absent: None

Staff Present: Steve Abbors and Consultant Minh Le

The meeting entered into Closed Session.

REGULAR MEETING – OPEN SESSION

I. ROLL CALL

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

Members Absent: None

Staff Present: General Manager Steve Abbors, General Counsel Sheryl Schaffner, Assistant General Counsel James Atencio, Administrative Services Manager Kate Drayson, Operations Manager David Sanguinetti, Real Property Manager Mike

Williams, Planning Manager Ana Ruiz, Interim Natural Resources Manager Kirk Lenington, Public Affairs Manager Rudy Jurgensen, District Clerk Michelle Radcliffe, Real Property Specialist Allen Ishibashi, Real Property Special Elaina Cuzick, Senior Planner Sandy Sommer, Maintenance, Construction and Resource Supervisor Craig Beckman, Website Administrator Vicky Gou, Planner II Gretchen Laustsen, and Project Manager Gina Coony.

President Riffle stated there were no reportable actions for the Closed Session Agenda Item No. #1.

II. ORAL COMMUNICATIONS

There were none.

III. ADOPTION OF AGENDA

Motion: Upon motion by Director Cyr, seconded by Director Hanko, the Board adopted the agenda. (Vote: 7-0-0)

IV. ADOPTION OF CONSENT CALENDAR

Motion: Upon motion by Director Kishimoto, seconded by Director Hassett, the Board approved adoption of the Consent Calendar to approve Revised Claims No. 12-10, the Minutes of April 25, 2012, and Approved the Cancellation of the August 8, 2012 Regular Board Meeting. (Vote: 7-0-0)

V. BOARD BUSINESS

1. **Agenda Item #5** – Implementation of the District Classification and Compensation Study Compensation Adjustments for Non-Represented Staff (R-12-45)

Administrative Services Manager Kate Drayson provided an overview of the Classification and Compensation Study revised methodology of implementation and explained that the compensation adjustments for non-represented employees will be effective as of April 2, 2012. She stated that the implementation for represented staff is subject to meet and confer and will be discussed as part of labor negotiations.

Ms. Drayson explained that the revised methodology would place employee in the new salary range at the step of their current salary range and that the employees' salary increases will be linked to the percentage their position is below market. She stated that the total cost of implementing the revised methodology is \$308,465 and that the General Manager recommends implementation over two years. Discussion ensued.

Motion: Upon motion by Director Hanko, seconded by Director Cyr, the Board approved implementation of the District's Classification and Compensation Study

compensation adjustments for non-represented staff effective April 2, 2012, and adopted the revised FY2102-13 Classification and Compensation Plan. (Vote: 7-0-0)

2. **Agenda Item #6** -- Adopt a Preliminary Use and Management Plan Amendment for the Hawthorns (Woods Trust) Property Addition to Windy Hill Open Space Preserve; Adopt an Interim Capital Improvement and Expenditure Plan; and Approve a Categorical Exemption in Accordance with the California Environmental Quality Act (R-12-46)

Senior Planner Sandy Sommer provided an overview of the Hawthorns Property and explained that the General Manager is proposing to amend the Preliminary Use and Management Plan to include surveys to evaluate the land and associated historic structures; the preparation of reports documenting conditions and providing recommendations and estimates for future work; and minor urgent work that is required to safeguard the land and structures. She reported that the General Manager is proposing to establish an Interim Capital Improvement and Expenditure Plan to provide funding to implement the proposed Preliminary Use and Management Plan amendments in FY2012-13 with the goal to identify and prioritize the required work. Ms. Sommer explained that the work in the Interim Capital Improvement and Expenditure Plan would be set out in three areas: 1) overall management for maintenance, operations and natural resources; 2) the structure located at 4411 Alpine Road; and 3) the historic building complex located at 800 Los Trancos Road. Lastly, Ms. Sommer reported that adoption and implementation of the Preliminary Use and Management Plan amendment and the Interim Capital Improvement and Expenditure Plan will not have a significant effect on the environment and that it is Categorical Exempt from the California Environmental Quality Act (CEQA). Discussion ensued.

The Board held discussion on whether staff time will be billed to the Hawthorns Property endowment fund. Director Hassett expressed concern on the cost of maintaining the property and urged that staff look at how staff will be billed. Extensive discussion ensued.

Public Comment: Nancy Lund of Portola Valley spoke in favor.

Motion: Upon motion by Director Hanko, seconded by Director Cyr, the Board determined the recommended actions are categorically exempt from CEQA, adopted the Preliminary Use and Management Plan Amendment, and Adopted the Interim Capital Improvement and Expenditure Plan. The Board also added an additional item and directed staff to evaluate the billing of staff time moving forward on this project and to come back to the Board with alternatives. (Vote: 7-0-0)

3. **Agenda Item #7** – Approval of the Proposed Purchase of the Adjacent Gallaway and Sempervirens Fund Properties as Additions to the El Corte de Madera Open Space Preserve located along Native Sons Road Approximately 2 Miles West of the Kings Mountain Community in Unincorporated San Mateo County; Accept grant of Right of First Offer and Right of First Refusal for the Gallaway Property; Adoption of the Preliminary Use and Management Plan; and Approval of a Categorical Exemption in Accordance with the California Environmental Quality Act (R-12-50)

Real Property Specialist Allen Ishibashi reported that the District is proposing to purchase the 58.2-acre Gallaway property for \$1,408,100 and the 30.78-acre Sempervirens Fund property for \$515,000. He explained that the Gallaway property purchase would be supplemented with up to \$375,000 in purchase funds and an additional \$50,000 in stewardship funds which can be used on both the Sempervirens Fund and Gallaway properties from the Resource Legacy Fund. Mr. Ishibashi further explained that the Gallaway purchase includes a Right of First Offer and Right of First Refusal for a separate 1.7-acre parcel owned by the family.

Next, Mr. Ishibashi provided an overview of the Preliminary Use and Management plan for both properties. He explained that as part of the Sempervirens Funds property purchase, Sempervirens Fund would retain a 10 year covenant to recognize significant donors over an approximately 6-acre portion of the property. Lastly, Mr. Ishibashi reported that the acquisition will not have a significant effect on the environment and that it is categorically exempt from the CEQA. Discussion ensued.

Public Comment: Reed Holderman, Executive Director of the Sempervirens Fund, spoke in support of the General Managers recommendations.

Motion: Upon motion by Director Kishimoto, seconded by Director Siemens, the Board determined the recommended actions are exempt from CEQA; adopted the resolution authorizing the purchase of the Gallaway property and accepted the Grant of Right of First Offer and Right of First Refusal for a separate 1.7-acre Gallaway property; adopted the resolution authorizing the purchase of the Sempervirens Fund property; adopted the Preliminary Use and Management Plan; and withheld dedication of the properties as public open space. (Vote: 7-0-0)

4. **Agenda Item #8** – Approval of an Agreement to Exchange Interests in Real Property between Matthew Mahronich/Joanne Imperial and 19660 Associates LLC (Residential Owners) and Midpeninsula Regional Open Space District, at Bear Creek Redwoods Open Space Preserve and Residential Owners' Properties located at 19670 and 19660 Old Santa Cruz Highway, Los Gatos; and Determine that the Recommended Actions are Categorically Exempt from CEQA (R-12-49)

Real Property Specialist Allen Ishibashi provided an overview of the Exchange agreement between the District, Matthew Mahronich/Joanne Imperial, and 19660 Associates LLC and provided background on the properties involved. He explained that in exchange for granting a PG&E utility easement on the District's Bear Creek Redwoods Open Space preserve for the Residential Owners', the Residential Owners' will grant PG&E an underground electrical easement to benefit CalFire and the District and Presentation Center will be granted two electrical utility easements and

two waterline easements across the Residential Owners' property for the benefit of the Alma Water System. Lastly, Mr. Ishibashi reported that this item will not have a significant effect on the environment and is Categorically Exempt from CEQA. Discussion ensued.

Public Comment: Bill Cason of Oakland spoke in favor of this Easement Agreement.

Motion: Upon motion by Director Cyr, seconded by Director Siemens, the Board determined that the recommended actions are exempt from CEQA; adopted the resolution authorizing the Agreement to Exchange Interests in Real Property for underground utility easements between the District and Residential Owners; and adopted the Preliminary Use and Management Plan for the exchange of underground utility easements.

VI. INFORMATIONAL REPORTS

COMMITTEE REPORTS

Director Siemens reported that the Administration and Budget Committee met to discuss the Classification and Compensation Study implementation for non-represented employees.

STAFF REPORTS

Interim Natural Resources Manager Kirk Lenington provided an update on Lehigh Quarry.

Planning Manager Ana Ruiz provided an update on the Williamson Act contracts with San Mateo County. She also reported that the District was granted an encroachment permit by San Mateo County for the El Corte de Madera Parking Lot project. Lastly, Ms. Ruiz reported that she and General Manager Steve Abbors will be meeting with Congressman Mike Honda regarding Mount Umunhum and reminded the Board that the hearing on the Final Environmental Impact Report for Mount Umunhum will be held on June 12, 2012.

Public Affairs Manager Rudy Jurgensen reported that a new video was posted on the District's website. He explained that the video is targeted to outreach to families.

Administrative Services Manager Kate Drayson provided a status update on the Integrated Accounting and Financial Software.

General Manager Steve Abbors reported that tours have been set up for the Board to tour sustainable farms in San Mateo County. He stated that the first tour occurred on May 17th and the subsequent tours will be on May 24th and May 31st. He also reported that he attended the Santa Clara County Board of Supervisors meeting to discuss the Bay Trail and Stanford. Lastly, Mr. Abbors provided an update on the District's Vision Plan.

DIRECTOR REPORTS

The Board submitted their compensable stipend forms to the District Clerk.

Director Kishimoto reported that she visited Picchetti Ranch Open Space Preserve in hopes to reserve it for an event she is holding later in the year.

Director Hanko shared her experience at the Santa Clara County Board of Supervisors meeting with the Board.

President Riffle reported that he will be attending the Deer Hollow Farm Recognition Event on June 2nd.

VII. ADJOURNMENT

President Riffle adjourned the Regular Meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 9:57 p.m. and reconvened into Closed Session.

Michelle Radcliffe, CMC
District Clerk