



Midpeninsula Regional
Open Space District

SPECIAL MEETING

PLANNING AND NATURAL RESOURCES COMMITTEE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

Administrative Office – Board Room
330 Distel Circle
Los Altos, CA 94022

December 2, 2014

DRAFT MINUTES

I. ROLL CALL

Director Cyr called the Special Meeting of the Planning and Natural Resources Committee to order at 3:05 p.m.

Members Present: Jed Cyr, Yoriko Kishimoto, and Curt Riffle

Members Absent: None

Staff Present: General Manager Steve Abbors, Assistant General Manager Ana Ruiz, General Counsel Sheryl Schaffner, Operations Manager Michael Newburn, Operations Project Manager Aaron Hébert, Planning Manager Jane Mark, Planner II Gretchen Laustsen, and District Clerk Jennifer Woodworth

II. ORAL COMMUNICATIONS

There were none.

III. ADOPTION OF AGENDA

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

VOTE: 3-0-0

IV. COMMITTEE BUSINESS

1. Approval of Minutes October 21, 2014

Motion: Director Kishimoto moved, and Director Riffle seconded the motion to approve the minutes.

VOTE: 3-0-0

2. Bear Creek Stables Site Plan Concept and Tenant Selection Process (R-14-151)

Planner II Gretchen Laustsen presented the staff report summarizing District purchase of the property and provided a history of previous Board decisions regarding the site. Ms. Laustsen described the purpose of a Bear Creek Stables site plan, the District's planning process to develop the proposed site plan, and key concepts of the proposed site plan. The key concepts includes infrastructure improvements, management standards, and implementation of capital improvements. Finally, Ms. Laustsen provided a proposed schedule for the review and approval of a Bear Creek Stables Site Plan and lease agreement.

Directors Kishimoto and Riffle requested the Bear Creek Stables Site Plan return to the Planning and Natural Resources Committee before being reviewed by the full Board of Directors.

Director Riffle suggested including the goal of maximizing public benefits by broadening public access and use of the facility be designed to maximize access for boarders as well as members of the public seeking access to the trail. Director Riffle also inquired if benefits to the boarders are included in the key concepts of the site plan.

Ms. Laustsen explained that this is a component of the proposed site plan's management guidelines, which would require the tenant to develop health, safety, and emergency management standards.

Real Property Specialist Elaina Cuzick explained that as the site plan is more fully developed, natural resources standards, the open space preserve site plan, etc. will be fully examined and included in the Bear Creek Stables Site Plan.

Public hearing opened at 3:43 p.m.

Lyndall Erb, with the Friends of Bear Creek Stables and Bay Area Barns and Trails, provided comments regarding the size of the Bear Creek Stables and a proposed site plan provided to District staff that Bear Creek Stables developed with horse husbandry consultants. Ms. Erb suggested staff look at the Muir Beach stables or Amber Ridge stables as sites that are similar to Bear Creek Stables.

Frank Bakonyi, longtime boarder at Bear Creek Stables, provided comments regarding public access and safety requirements for the site.

Mariquita West, resident of the area, expressed her concerns regarding the pace of the current process.

Public hearing closed at 3:54 p.m.

The Directors provided comments on the proposed Request for Proposal process and offered feedback on the process and proposed guidelines for possible vendors.

The Planning and Natural Resources Committee reviewed the proposed Bear Creek Stables Site Plan Concept and provided feedback to guide the development of the final Bear Creek Stables Site Plan.

Motion: Director Kishimoto moved, and Director Riffle seconded the motion to confirm the solicitation of proposals from interested parties through a formal Request for Proposal process to select a Stables tenant operator and partner to develop lease terms for review by the full Board of Directors. Site Plan concept be returned to committee with more information on delineation of public benefits and allocation of financial responsibilities for the vendor and the District for capital improvements, safety standards and the public's interaction at the site.

Ms. Bankosh will return with several alternatives for allocation of costs including examples of and natural resources standards and criteria for judging the proposals received through the RFP process.

The Committee members requested staff adhere to the proposed schedule if at all possible.

VOTE: 3-0-0

The Committee recessed at 4:32 p.m. and reconvened at 4:36 p.m. with all Committee members present.

3. Stevens Creek Nature Trail Footbridges Project (R-14-152)

Contingent Project Manager Aaron Hébert presented the staff report describing the repair of an existing bridge and a proposed new bridge along the Stevens Canyon Nature Trail in Montebello Open Space Preserve. Mr. Hébert described the location of the two bridges and safety concerns regarding the current bridge. Finally, Mr. Hébert explained that the contract would be with Environmental Science Associates who were previously qualified by the District to provide environmental/CEQA consulting services.

Director Riffle inquired as to the materials to be used to build the proposed bridges.

Mr. Hébert stated that additional site analysis will be required before the building material can be definitively determined.

Public hearing opened at 4:53 p.m.

No speakers present.

Public hearing closed at 4:53 p.m.

Motion: Director Riffle moved, and Director Kishimoto seconded the motion to authorize the General Manager to finalize contract negotiations with Environmental Science Associates to complete the environmental analysis and bridge design work for a footbridge replacement and a new footbridge along Stevens Canyon Nature Trail in Montebello Open Space Preserve.

VOTE: 3-0-0

IV. ADJOURNMENT

Director Cyr adjourned the Special Meeting of the Planning and Natural Resources Committee of Midpeninsula Regional Open Space District at 4:56 p.m.

Jennifer Woodworth, CMC
District Clerk