



Midpeninsula Regional
Open Space District

January 28, 2015
Board Meeting 15-03

SPECIAL AND REGULAR MEETING

BOARD OF DIRECTORS MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

Administrative Office
330 Distel Circle
Los Altos, CA 94022

January 28, 2015

DRAFT MINUTES

SPECIAL MEETING – STUDY SESSION

I. CALL TO ORDER

President Siemens called the Special Meeting of the Midpeninsula Regional Open Space District Board of Directors to order at 5:02 p.m.

ROLL CALL

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

Members Absent: Nonette Hanko

Staff Present: General Manager Steve Abbors, General Counsel Sheryl Schaffner, Assistant General Manager Kevin Woodhouse, District Clerk Jennifer Woodworth

III. STUDY SESSION

1. Financial and Operational Sustainability Model Study Update (R-15-23)

Nancy Hetrick, Andy Belknap, and Christine Butterfield of Management Partners provided the presentation outlining the work already completed as part of the Financial and Operational Sustainability Model Study (FOSM), general principles of organizational design, proposed guiding principles for the District, and potential models for the organizational structure. They provided a summary of comments received from members of District staff in response to the presentation. Finally, the three phases of implementation were described including priorities for recruitment and creation of various organizational systems.

Director Riffle inquired regarding possible methods of measuring an organization's effectiveness.

Ms. Hetrick responded that effectiveness may be measured according to various metrics including employee morale or project delivery.

Director Harris inquired regarding the creation of performance measures to determine the success of and accountability in the organization.

Mr. Belknap explained that performance measures will be created in conjunction with District staff as part of Phase I.

Director Kishimoto expressed her concerns regarding the sustainability of the model including the additional staff members proposed.

Mr. Belknap explained his staff tested the District's current financial model, and it anticipates growth and continues to be sustainable into the future.

Director Hassett inquired as to the Board involvement in Phase II of implementation.

General Manager Steve Abbors explained that the Board has made and will continue to make the policy decisions that are necessary for implementation.

Director Siemens stated his view is that the Board will be primarily involved in Phase I of implementation.

Mr. Belknap explained that his organization often holds workshops for the legislative body during implementation to update them on progress.

Public hearing opened at 6:45 p.m.

No speakers present.

Public hearing closed at 6:45 p.m.

IV. ADJOURNMENT

President Siemens adjourned the Special Meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 6:48 p.m.

REGULAR MEETING

I. CALL TO ORDER

President Siemens called the Regular Meeting of the Midpeninsula Regional Open Space District Board of Directors to order at 7:02 p.m.

II. ROLL CALL

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

Members Absent: Nonette Hanko

Staff Present: General Manager Steve Abbors, Assistant General Manager Ana Ruiz, Assistant General Manager Kevin Woodhouse, General Counsel Sheryl Schaffner, Public Affairs Shelly Lewis, Real Property Manager Mike Williams, Real Property Specialist Allen Ishibashi, Planning Manager Jane Mark, Planner III Gina Coony, Planner III Lisa Bankosh, Senior Planner Meredith Manning, and District Clerk Jennifer Woodworth

III. ORAL COMMUNICATIONS

Sam Drake, President of the Umunhum Conservancy, spoke in support of the District approving signage at the site for donor recognition and requested the Board agendaize that item for a future Legislative, Funding and Public Affairs Committee meeting.

IV. ADOPTION OF AGENDA

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

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

V. CONSENT CALENDAR

- 1. Approve Minutes of the Regular Board Meeting of January 14, 2015.**
- 2. Approve the Claims Report**
- 3. Appointment of Board of Directors Standing Committee Members for Calendar Year 2015 (R-15-15)**

Board President's Recommendation: Approve the President's appointments to the Board Standing Committees, as well as approve the appointments of Board representatives to other bodies, and determine the compensation status for attendance at Board Committee meetings.

- 4. Appointment of District Representatives to the Governing Board of the Midpeninsula Regional Open Space District Financing Authority for Calendar Year 2015 (R-15-16)**

Board President's Recommendation: Approve appointment of Directors Pete Siemens, Curt Riffle, Jed Cyr, and Larry Hassett to serve on the Governing Board of the Midpeninsula Regional Open Space District Financing Authority for Calendar Year 2015.

- 5. Renewal of Investment Authority and Adoption of Annual Statement of Investment Policy (R-15-17)**

General Manager's Recommendation: Adopt a resolution to renew the District Controller's investment authority until January 7, 2016 and approve the District's Revised Statement of Investment Policy.

6. 2014 Ombudsperson Annual Report and Extension of the Ombudsperson's Appointment through December 31, 2015 (R-15-21)

General Manager's Recommendations:

1. Receive an annual report from Rosemary Field, the District's Ombudsperson.
2. Approve an extension to the appointment of Rosemary Field as the District's ombudsperson through December 31, 2015.

Motion: Director Kishimoto moved, and Director Hassett seconded the motion to approve the Consent Calendar.

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

VI. BOARD BUSINESS

7. Contract for the Mount Umunhum Radar Tower Interim Repair Project located at Sierra Azul Open Space Preserve (R-15-09)

Planner III Gina Coony provided the staff report stating that access to the building can be completely sealed with the exception of access for emergency reasons. By sealing access to the building, Occupational Safety and Health Administration (OSHA) safety regulations will be met. Ms. Coony reported that the new contract would meet all District goals of completing all necessary safety and structural repairs.

Public hearing opened at 7:17 p.m.

Sam Drake, President of the Umunhum Conservancy, spoke regarding the proposed repairs that are no longer included in the proposed contract. Mr. Drake also expressed his concern that the District is passing the costs for repairs on to the Conservancy thereby increasing their costs.

Public hearing closed at 7:20 p.m.

Motion: Director Harris moved, and Director Hassett seconded the motion to authorize the General Manager to enter into a contract with Ashron Construction and Restoration, Inc., of Milpitas, CA, for a contract amount of \$222,980. In addition, authorize a 10% contingency of \$22,298 to cover any unforeseen conditions, for a not-to-exceed contract total of \$245,278, to complete the Mount Umunhum Radar Tower Interim Repair Project located at Sierra Azul Open Space Preserve.

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

8. Award of Contract for Design and Engineering Services for the Mount Umunhum Summit Project (R-15-18)

Planner III Lisa Bankosh presented the staff report outlining the services included in the contract and described the work previously completed on the site and planned work based on contracts previously approved by the Board of Directors. Ms. Bankosh described the planned elements of the project including visitor access points, trails, landform restoration, ADA accessible facilities

and trails, and proposed structures to provide shelter and shade. Finally, Ms. Bankosh described the planned project schedule including when the project will be reviewed by the Planning and Natural Resources Committee.

Director Hassett inquired about the process for choosing the recommended consultant.

Ms. Bankosh explained the process used for seeking and choosing the recommended consultant, including the need for an additional consultant if another consultant was chosen and the additional work being completed by the recommended consultant.

Several Board members inquired regarding specific elements of the site plans, including helicopter landing areas and access to potable water.

Senior Planner Meredith Manning explained the item will be going to the Planning and Natural Resources Committee to review those elements.

Director Harris requested the Board remained informed as to the progress of the project through the biweekly reports.

Public hearing opened at 7:55 p.m.

No speakers were present.

Public hearing closed at 7:55 p.m.

Motion: Director Kishimoto moved, and Director Cyr seconded the motion to authorize the General Manager to execute a contract with Restoration Design Group for an amount of \$325,735 to design and engineer ecological restoration and visitor amenities on the summit of Mount Umunhum at Sierra Azul Open Space Preserve. In addition, authorize a 15% contingency of \$48,860 to cover unforeseen requirements, for a not-to-exceed total contract amount of \$374,595.

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

9. Proposed Funding and Acquisition Agreement to Purchase a Conservation Easement for the Alpine Ranch Property owned by Peninsula Open Space Trust located at 8700 Alpine Road, La Honda, in unincorporated San Mateo County (Assessor's Parcel Numbers 083-340-140) (R-15-14)

Real Property Manager Mike Williams presented the staff report describing the location of the property, geographic features of the property and structures on the property. Mr. Williams described the habitat and resources value of the property. Finally, Mr. Williams explained the project's relation to Measure AA and the terms of purchase and conservation easement.

Director Harris inquired as to the process for the annual monitoring of the conservation easement.

Mr. Williams explained the annual monitoring is largely completed by photomonitoring the area each year to study any developments or threats to natural resources on the land.

Public hearing opened at 8:21 p.m.

Tricia Suvari, Vice President of land transactions at Peninsula Open Space Trust spoke in support of the District's purchase of the conservation easement and stated that the additional hikers' hut will address the limited capacity associated with the current hikers' hut.

Marlene Finley, Director of San Mateo County Parks, spoke in support of the District's purchase of the conservation easement.

Public hearing closed at 8:27 p.m.

Motion: Director Hassett moved, and Director Harris seconded the motion to:

1. Determine that the recommended actions are categorically exempt from the California Quality Act as set out in the staff report.
2. Adopt a Resolution authorizing the execution of the Funding and Acquisition Agreement with Peninsula Open Space Trust and accept a conveyance of a conservation easement over POST's Alpine Ranch property.
3. Adopt the Preliminary Use and Management Plan recommendations as set out in the staff report.
4. Withhold dedication of the Alpine Ranch property as public open space.

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

VII. COMMITTEE REPORTS

No Committee reports provided.

VIII. STAFF REPORTS

Assistant General Manager Kevin Woodhouse reported that staff has begun working with Assemblymember Rich Gordon's staff to pursue a potential legislative change regarding the General Manager's contract authority. Staff will be bringing a staff report to the Board at a future Board meeting to determine Board support.

Assistant General Manager Ana Ruiz provided an update on the District's current 9/80 schedule and other non-compensatory benefits.

Mr. Abbors reported that he recently met with Kerry Siragusa from Lehigh Quarry and reported that Lehigh is currently meeting their obligations.

IX. DIRECTOR REPORTS

The Board submitted their compensatory forms to the District Clerk.

Director Kishimoto requested the proposal for recognizing Mt. Umunhum donors be agendized for the next Board meeting.

Director Kishimoto reported that she spoke at the Bay Area Open Space Council's Rainy Day Event.

Directors Riffle and Cyr thanked staff for their efforts in preparing the biweekly reports.

X. ADJOURNMENT TO CLOSED SESSION

The Board adjourned to Closed Session at 8:49 p.m.

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)

Property: End of Lucy Lane, Half Moon Bay, CA, San Mateo County APN 066-320-120

Agency Negotiator: Michael Williams, Real Property Manager

Negotiating Party: Henry Riggs, Property Owner

Under Negotiation: Price and terms of payment

2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)

Property: 15900 Soda Springs Road, Los Gatos, CA, Santa Clara County APN 558-31-008

Agency Negotiator: Allen Ishibashi, Senior Real Property Agent

Negotiating Party: Linda Kinney, Santa Clara County Tax Collector's Office

Under Negotiation: Price and terms of payment

XI. ADJOURNMENT

President Siemens adjourned the Meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 9:40 p.m.

Jennifer Woodworth, CMC
District Clerk