From: Jennifer Woodworth
Subject: RE: 5/25/2016 Midpen board meeting questions
Date: Wednesday, May 25, 2016 10:00:44 AM
Attachments: 20160210_FYI_RetreatDebrief.pdf

Please find the responses below in blue to questions submitted regarding tonight's agenda items. Additional questions were submitted that staff will be responding to at tonight's meeting. Thank you.

Director Kishimoto

Agenda questions

1. Mt. Um roads project. Thanks for the detailed specs and cost breakdowns. One question is - did we consider permeable concrete as option? I understand the cost is a little higher but you don't have to spend as much on drainage.

Yes, permeable concrete was reviewed as an option at the start of the project. However, in order to install permeable pavement, the entire Mount Umunhum road structure would need to be removed and reinstalled to allow stormwater percolation. Our current construction method is much more affordable, efficient, and also environmentally sustainable by reusing the substructure of the road and only requiring removal of the top pavement layer. Additionally, since the proposed drainage improvements are mainly for improved maintenance to keep existing culverts free of debris rather than to increase stormwater drainage capacity, permeable concrete would not materially affect the drainage improvements as currently designed.

2. I'm still reading through all the action plan and budget info. A couple questions for now:

- Could you please provide a copy of the 2/10/16 board retreat debrief to board members?

Please see attached

- I asked the question earlier about a significant trend in private sector tech companies away from hiring "administrative assistants". Did staff look at this and evaluate different models?

This information has not yet been requested by the Board of Directors. If or when new administrative assistant level capacity is needed, staff will continue to perform a thorough evaluation to inform recommendations to the General Manager, and the GM's recommendations to the Board, about how this capacity can be most efficiently and effectively filled. Concerning recent recommendations and Board approvals (GMO Senior Administrative Assistant and Land & Facilities Services Administrative Assistant, approved by the Board on 2/10/16 and 4/27/16 respectively), dedicated administrative assistant capacity was determined to be needed for the District's increasing workload and project/program delivery requirements. Administrative Assistants are shared between business lines and departments as much as possible, and fulfill complex administrative duties specific to each of their departments that support and enable critical projects, programs, and services, including managing the permitting system for the preserves, assisting with the bid review process for construction projects, and creating and administering the District's new online store.

- A proposal to add another "grants" person? Wasn't this part of the justification/job description for external affairs position?

The External Affairs Specialist in Public Affairs is reviewing grant opportunities to some extent. The

actual application for and follow-up on grants is not in the job description for External Affairs Specialist. The Grants Specialist position will report to the Chief Financial Officer and will use information from Public Affairs and from many other sources to identify potential grants to apply for. The Grants Specialist will involve the subject matter department to submit the grant. Upon award and acceptance, the Grants Specialist will manage the drawdowns and coordinate the compliance reporting with the granting agency.

- How do other open space districts budget for land acquisition?

I am looking into how East Bay Regional Park District and Santa Clara County Parks budget for land acquisitions and will let you know when I find out.

Budget document looks extremely well organized and put together! Much to absorb - will send other questions as soon as possible.

* can you summarize how many/where the trails and facilities we are adding for ADA over next 3 years?

Over the next three years, the District will be adding a number of facilities that would be ADA-accessible to the public:

Mt Umunhum Summit Project - - As part of implementation of the Mt Umunhum Summit Project, the District will be providing approximately 1,500 feet of natural and paved ADA-accessible trails, including around the perimeter of the tower. This distance does not include additional accessible pathways at the turnaround or parking lot, restrooms, and weather shelters at the mountain top in Fall 2016.

La Honda Creek Open Space Preserve – As part of Phase I Public Access Improvements, the District is designing and constructing a new gravel parking lot and paved ADA accessible parking space and ADA accessible restroom that are targeted for opening in 2017. However, the trail connections would not likely be ADA-accessible. Portions of future trail loops may be accessible or be considered easy access.

Bear Creek Redwoods Open Space - Pending Board approval of the Preserve Plan and certification of the Environmental Impact Report, the District would construct an ADA-accessible loop trail from the new parking lot at Bear Creek Road near the former Alma College site, where the site would also be ADA-accessible as part of Phase I public access improvements identified in the Preserve Plan. This new parking area will include ADA accessible parking and restroom facilities.

In addition, the Accessibility Plan Update project will provide an updated inventory of accessible trails and facilities. Once updated, the Accessibility Plan will provide the District with a Transition Plan for additional trails and facilities that will be improved upon for ADA access. The next steps with the Accessibility Plan Update project is to prepare a RFQP for consultants and obtain Board approval for the consultant work.

* same for dog-owners: can you summarize how many/where the trails and facilities we are adding for dog owners over next 3 years?

Within this time frame, the District will be focused on expanding dog access at El Sereno Open Space Preserve where we estimate over five (5) miles of trails would be opened to dog use, pending Board approval and either securing property rights or neighbor consent to allow dog use over trail segments that are located on private properties or where access goes over private roads leading to the Preserve.

* The 3 year CIP for Bear Creek budgets as our share $2.2 million for a water system for the stable plus $3.365 million for stables. This is for private stables which would closed to public access??

The Bear Creek Stables Site Plan is being developed to meet the following goals, where one of the goals include broadening public access and use of the stables:

- Emphasize the protection of the site's natural resources;
- Maximize public benefits by broadening public access and use of the facility; and
- Develop a viable plan that is financially feasible for a tenant and the District.

Two site design alternatives have been presented to the Board that include additional public access and use, where the total implementation costs range from over $7.25 M - $8M (including initial capital costs and ongoing maintenance costs). To reduce implementation costs, a minimal improvement alternative and phasing plans for Alternatives A and B are being developed and will be presented to the Board on July 6.

A feasibility analysis of various water supply systems is underway. Construction cost estimates for each system range from $620,000 to $1,000,000; ongoing maintenance would be an additional cost. Total water system infrastructure costs would exceed $1M if separate water systems are required to meet potable and fire suppression water needs for the stables. An evaluation of additional water sources is underway to determine if less expensive water system options are feasible. This information will also be presented to the Board on July 6.