



Midpeninsula Regional
Open Space District

**PLANNING AND NATURAL RESOURCES COMMITTEE
MIDPENINSULA REGIONAL OPEN SPACE DISTRICT**

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

March 10, 2015

DRAFT MINUTES

I. ROLL CALL

Director Riffle called the Regular Meeting of the Planning and Natural Resources Committee to order at 2:32 p.m.

Members Present: Jed Cyr, Larry Hassett, and Curt Riffle

Members Absent: None

Staff Present: General Manager Steve Abbors, Assistant General Manager Ana Ruiz, Assistant General Manager Kevin Woodhouse, Assistant General Counsel Hilary Stevenson, Senior Real Property Agent Allen Ishibashi, Operations Manager Michael Newburn, Operations Project Manager Aaron Hebert, Planning Manager Jane Mark, Planner III Gina Coony, Planner Tina Hugg, and Interim District Clerk Kim Marie Smith.

II. ORAL COMMUNICATIONS

There were no speakers.

III. ADOPTION OF AGENDA

Director Cyr moved and Director Hassett seconded the motion to adopt the agenda.

VOTE: 3-0-0

IV. COMMITTEE BUSINESS

1. Approve February 24, 2015 Minutes

Director Cyr requested a correction to the minutes on page 3, item 4, second paragraph so the sentence would read “there were some safety complaints about loose gravel so a sign was posted.” Director Riffle requested a correction to change the phrase “tonight” to “this afternoon” on page 2, third item, and to correct the Adjournment paragraph to show “Director Riffle.” Director Cyr moved and Director Hassett seconded the motion to adopt the minutes as amended.

VOTE: 3-0-0

2. Proposed Partnership for the Rehabilitation, Reuse, and Maintenance of the Hawthorn Historic Complex at Windy Hill Open Space Preserve. (R-15-38)

Planner III Gina Coony reviewed the staff report and discussed the scope of the project. She explained that the structure is over 5,000 square feet and maintenance and/or upgrade would be expensive on a project of this size.

Director Hassett asked if consideration was given to doing the restoration internally, and keeping use of all buildings for public purposes. Ms. Coony said that the District policy for projects of this magnitude is to first try to find a potential partner. This is a 5,000 sq. ft. home, work would have to be done at prevailing wages, and it could easily cost \$5 million.

Director Riffle asked about the key points of this project that are in alignment with the strict conservation easement. Ms. Coony said there cannot be any additional parking, no additional roads not specifically associated with public access, no commercial use, no additional development, no additional buildings unless replacing in kind, no agricultural commercial use, and no additional utilities.

The public portion of the hearing was opened at 2:45 p.m.

Mr. Crevelt said he is a general building contractor, that he is aware of the condition of the building and what will be required to restore it. He said that he and his wife were very committed to the project, which they planned to accomplish with help from the community and through a non-profit organization.

Ms. Yvonne Tryce, with the Friends for Historic Hawthorne Ranch, spoke about the recommendation to defer the nature center as part of the Public Access Plan that will be developed in the next 5 years. She indicated her hope that the nature center could be done sooner than that, and that its location might be moved closer to the parking lot for better public access.

Mr. Andy Browne said that he was a neighbor of Mr. Crevelt, and said he was always good to work with and very dependable. Mr. Browne said he was in support of the

nature center coming to pass.

The public portion of the hearing was closed at 2:55 p.m.

Motion: Director Hassett moved and Director Cyr seconded the motion to confirm and forward the following items to the full Board for approval:

1. Proposed phased partnership approach with Richard and Ann Crevelt (Crevelt) for the rehabilitation, reuse, and maintenance of the Hawthorn Historic Complex (HHC).
2. Issuance of a one-year permit-to-enter to Crevelt to begin initial planning, site cleanup, and other preliminary work.
3. Ongoing discussions with Crevelt to further develop the terms and conditions for a future long-term partnership.
4. Deferral of the second proposal for a nature center until the Public Access Plan for the Hawthorn Property is initiated.

VOTE: 3-0-0

3. Proposed Approach for Conducting the District-wide Long-term Staff Facilities Study (R-15-32)

Planner Tina Hugg reviewed the staff report.

During the discussion, Committee members offered suggestions and feedback, including (1) Early in the process, bring in builder as well as a “futurist” consultant; (2) Change the word “creative” to “imaginative” in the Project Goal No. 1, “Utilize forward looking and imaginative approaches for evaluating and designing each facility; (3) Consider ways to enhance the public’s experience in all District buildings, such as creating rooms that neighbors can use; (4) Consider how new facilities could minimize cost-of-living impacts depending on their location, especially if they were near transportation corridors; (5) Consider how a telecommuting policy could reduce travel and/or allow staff to live in less-expensive areas; (6) Consider how the staff reporting structure will change in the future, 30 years out; (7) Change Proposed Project Goal No. 3 to read “Optimize staff deployment *per FOSM*”; (8) Rephrase Proposed Project Goal No. 6 to emphasis sustainability; and (9) Add a 7th Project Goal to create a transition plan to minimize disruption and impacts on staff during times of relocation.

Motion: Director Cyr moved and Director Hassett seconded the motion to adopt the General Manager’s Recommendation. Director Riffle offered a friendly amendment to delete the word “two” from the phrase “including selection of top two staff facilities with the highest priority needs...” Director Cyr accepted the amendment, and Director Hassett seconded the amended motion, which was:

To review and confirm the proposed approach of the District-wide Long-term Staff Facilities Study, including:

- a. Project goals
- b. Phase 1: Site and Opportunities/Constraints Analysis of each facility, including selection of top staff facilities with the highest priority needs for further study
- c. Phase 2: Feasibility Studies of top two facilities with consultant service support
- d. Phase 3: Interim Solutions for lower priority facilities

VOTE: 3-0-0

ADJOURNMENT

Director Riffle adjourned the Regular Meeting of the Planning and Natural Resources Committee of the Midpeninsula Regional Open Space District at 5:03 p.m.

Kim Marie Smith, MMC
Interim District Clerk