



Midpeninsula Regional
Open Space District

Board Meeting 15-22

SPECIAL AND REGULAR MEETING

BOARD OF DIRECTORS MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

330 Distel Circle
Los Altos, CA 94022

Wednesday, August 26, 2015

DRAFT MINUTES

STUDY SESSION

ROLL CALL

Members Present: Jed Cyr, Nonette Hanko, Larry Hassett, Yoriko Kishimoto, and Curt Riffle

Members Absent: Cecily Harris and Pete Siemens

Staff Present: General Manager Steve Abbors, Assistant General Manager Ana Ruiz, Assistant General Manager Kevin Woodhouse, General Counsel Sheryl Schaffner, Public Affairs Manager Shelly Lewis, and District Clerk Jennifer Woodworth

Vice President Kishimoto called the meeting to order at 5:31 p.m.

Director Siemens arrived at 5:35 p.m.

General Manager Steve Abbors provided comments commending Director Hanko for her leadership and commitment to the District.

Oral Historian Laura McCreery spoke regarding the oral history project and presented the oral history volume to Director Hanko.

Director Hanko shared memories regarding the founding of the District and other open space districts formed during the same time period. Director Hanko thanked her fellow Board members and District staff past and present for their dedication to preserving open space.

Director Harris arrived at 5:50 p.m.

The Board recessed at 5:49 p.m. and reconvened at 6:03 p.m. with all Directors present.

CLOSED SESSION

The Board of Directors convened into closed session at 6:05 p.m. in the Long Ridge Conference Room.

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

Property: Santa Clara County APN: 562-22-041

Agency Negotiator: Allen Ishibashi, Senior Real Property Agent

Negotiating Party: Catherine Meyers

Under Negotiation: Terms of real property transaction

ADJOURNMENT

President Siemens adjourned the Special Meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 6:54 p.m.

REGULAR MEETING

CALL TO ORDER

President Siemens called the regular meeting of the Midpeninsula Regional Open Space District to order at 7:01 p.m.

ROLL CALL

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

Members Absent: None

Staff Present: General Manager Steve Abbors, Assistant General Manager Ana Ruiz, Assistant General Manager Kevin Woodhouse, General Counsel Sheryl Schaffner, Planning Manager Jane Mark, Senior Planner Meredith Manning, Natural Resources Manager Kirk Lenington, Real Property Manager Mike Williams, Senior Real Property Agent Elaina Cuzick, Human Resources Supervisor Candice Basnight, and District Clerk Jennifer Woodworth

President Siemens reported the Board met in closed session, and no reportable action was taken.

Senior Real Property Agent Allen Ishibashi introduced Capital Project Manager Damon Adlao.

ORAL COMMUNICATIONS

Lester Earnest, resident of Los Altos, spoke against preservation of the Mt. Umunhum Radar Tower.

Bob Wallace spoke in favor of creation of a kiosk at Mt. Umunhum to provide information on the historic nature of the Mt. Umunhum site. Mr. Wallace also spoke in favor of creating a historic document to document the real history site.

ADOPTION OF AGENDA

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

VOTE: 7-0-0

CONSENT CALENDAR

Director Hanko pulled item 3 from the Consent Calendar.

- 1. Approve August 12, 2015 Board Meeting Minutes.**
- 2. Approve Claims Report**
- 3. Contract Award for Habitability/Safety Improvements and Rodent Abatement at the Tenant Residence at 5755 Alpine Road, La Honda, in the Russian Ridge Open Space Preserve (R-15-111)**

General Manager's Recommendation: Authorize the General Manager to enter into a contract with Belz Construction, Inc., of Orangevale, CA, for a not-to-exceed amount of \$176,000, which includes the base bid amount of \$153,000 and a 15% contingency amount of \$23,000, to complete habitability/safety improvements and rodent abatement at the tenant residence located at 5755 Alpine Road, La Honda, in the Russian Ridge Open Space Preserve.

Item 3 was heard after Item 8.

Director Riffle inquired if rodenticide would be used at the residence.

Senior Real Property Agent Elaina Cuzick explained that no rodenticide will be used. Abatement will be accomplished by sealing holes in the residence and utilizing traps.

Director Harris expressed her concerns regarding the costs of repairing and long-term maintenance as compared to demolition of the structure.

Director Hassett expressed his concerns regarding the timeline for repairing the structure and the cost of the contract.

Real Property Manager Mike Williams provided comments regarding the delays to this project including the property being "red-tagged" by the county requiring completion of a staging area and water and road improvements.

Public comments opened at 7:54 p.m.

No speakers present.

Public comments closed at 7:54 p.m.

Motion: Director Riffle moved and Director Hassett seconded the motion to approve Item 3.

VOTE: 6-1-0 (Director Harris opposed.)

- 4. Amend Contract with Balance Hydrologics, Inc. (R-15-113)**

General Manager's Recommendation: Approve a contract amendment with Balance Hydrologics Inc., increasing the contract by \$39,840, for a total amount not to exceed \$64,840 to continue and expand the Water Resources Inventory Study underway at the Bear Creek Redwoods Open Space Preserve.

5. Amendment to the Information Systems and Technology Strategic Plan Contract (R-15-122)

General Manager's Recommendation: Authorize the General Manager to amend the existing agreement with ClientFirst Consulting Group to increase the agreement amount by \$17,050 for a total not to exceed amount of \$78,522, for network switch upgrades and migration of group calendars from Exchange 2003 to Exchange 2010.

6. Approval of Temporary Information Technology Staffing (R-15-123)

General Manager's Recommendation: Authorize temporary staffing from Robert Half Technology for a not-to-exceed amount of \$70,000 to provide Information Technology support.

7. Grazing Tenant Selection for Mindego Ranch (R-15-114)

General Manager's Recommendation: Authorize the General Manager to execute a long term Grazing Lease with Bar DX Livestock (Ronnie and Bartley Seever) for the Mindego Hill Grazing Unit of Russian Ridge Open Space Preserve.

Motion: Director Cyr moved and Director Harris seconded the motion to adopt the Consent Calendar, with the exception of Item 3.

VOTE: 7-0-0

BOARD BUSINESS

8. Amend the District's Classification and Compensation Plan (R-15-124)

Human Resources Supervisor Candice Basnight summarized the classifications for each of the three proposed positions. Ms. Basnight explained the positions were included in the Financial and Operational Sustainability Model Study and approved as part of the FY2015-16 budget. Finally, Ms. Basnight explained that upon approval by the Board of Directors, staff will begin recruitment with the plan to have the positions filled by the end of 2015 or early 2016.

Members of the Board inquired regarding the reporting structure of the Chief Financial Officer/Administrative Services Director and Engineering and Construction Department Manager positions.

Ms. Basnight provided additional information regarding the organizational structure.

Public comments opened at 7:28 p.m.

No speakers present.

Public comments closed at 7:28 p.m.

Motion: Director Kishimoto moved, and Director Cyr seconded the motion to adopt a resolution adding the following three new classifications to the District's Classification and Compensation Plan: Chief Financial Officer/Administrative Services Director, Engineering and Construction Department Manager, and Information Systems and Technology Manager. The classification for the Chief Financial Officer/Administrative Services Director shall be amended to state that the position will receive direction from the General Manager but will work with the District Controller.

VOTE: 7-0-0

8. Approval of Salary Adjustments and Revised Employment Agreement for Board Appointee General Manager (R-15-128)

Public comments opened at 7:56 p.m.

No speakers present.

Public comments closed at 7:56 p.m.

Motion: Director Hassett moved, and Director Hanko seconded the motion to approve a resolution approving the following compensation adjustments for the General Manager for Fiscal Year 2015-16: Adjust the General Manager's base salary upward to \$235,792, plus a one-time bonus of \$10,816 and authorizing the Board President to execute a revised Board Appointee Employment Agreement.

VOTE: 6-0-1 (Director Riffle abstained.)

9. Final Design Development Options for the Mount Umunhum Summit Project (Options Do Not Include Recommendations for the Radar Tower) (R-15-126)

Senior Planner Meredith Manning summarized the project to date and proposed next steps. Mr. Manning introduced Rich Walkling of Restoration Design Group. Mr. Walkling provided an overview of the three options presented to the Planning and Natural Resources Committee. Mr. Walkling described the preferred option schematic design and provided additional explanations and descriptions of the individual structures and proposed elements of this design, including ADA parking, trailhead shade structures, summit stair, etc.

Director Kishimoto inquired regarding restoration of native plants and other species to the site.

Ms. Manning explained the restoration plans will largely depend on the chosen design development.

Director Harris inquired regarding the terrace area and future uses for this area of the summit, included permitted star gazing groups.

Ms. Manning stated this type of use was analyzed during the environmental review process and could be allowed at a future time.

Director Harris expressed her concerns regarding the lack of trash cans at the site.

Directors Hanko and Riffle provided comments regarding holding large public events at the site.

Mr. Abbors stated that the approved environmental documents would need to be reviewed to determine if these types of events are allowed.

Public comments opened at 9:13 p.m.

Bob Wallace inquired when members of the public would be able to access the site and when water would be available at the site.

David Leeson resident on Mt. Umunhum spoke regarding the fire hazard of the site and water access on the mountain. Mr. Leeson also provided comments regarding sound and lights at the site during large events and the need for sun and wind protection at the summit.

Basim Jaber provided comments regarding the need for shade at the site.

Jack Nateau provided comments requesting the railing design for the summit stair be developed to provide additional safety measures.

Barbara Leeson spoke in support of the proposed summit stair.

Kevin Mankin spoke in support of a loop trail around the summit area to take advantage of the views.

Public comments closed at 9:24 p.m.

Director Hassett spoke regarding the need for trash cans at the site stating that other District Preserves do not have trash cans without problem.

Motion: Director Hassett moved, and Director Hanko seconded the motion to confirm the Planning and Natural Resources Committee's recommendation for a mid-level option (Preferred Option), and direct staff to proceed with final design development and production of construction documents, which will form the basis for permit submittals and a Request for Bids package. The Board further directed staff to look for areas for additional shade structures at the summit.

VOTE: 7-0-0

INFORMATIONAL REPORTS

A. Committee Reports

No committee reports.

B. Staff Reports

Assistant General Manager Ana Ruiz reported she, District staff, and members of the Board will be going to the San Mateo County Board of Supervisors meeting on Tuesday to receive a grant of Measure A funds for the Ravenswood Bay Trail.

Assistant General Manager Kevin Woodhouse reported on the implementation of the Financial and Operational Sustainability Plan and reported Don Weden will be presenting to the Board at its Study Session on December 9, 2015.

Real Property Manager Mike Williams reported he will be meeting with Sean Sears from Vida Verde on September 17, 2015 to discuss possible usage of the home on the Driscoll property.

General Manager Steve Abbors reported he spoke with the Santa Cruz County Board of Supervisors regarding the District's organization as that county is considering creation of an open space district. Mr. Abbors reported he also gave several media interviews regarding Mt. Umunhum.

C. Director Reports

The Board members submitted their compensatory reports.

Director Riffle reported he attended a meeting with District staff and Jose Gonzalez of Latino Outdoors to discuss ways to better connect with Latino population in the region.

ADJOURNMENT

President Siemens adjourned the regular meeting at 9:49 p.m.

Jennifer Woodworth, CMC
District Clerk