



Midpeninsula Regional
Open Space District

R-18-99
Meeting 18-32
August 22, 2018

AGENDA ITEM 5

AGENDA ITEM

Approval of a Memorial Bench for Vince Garrod at Fremont Older Open Space Preserve

GENERAL MANAGER'S RECOMMENDATION *denk*

Approve the recommendation from the Legislative, Funding and Public Affairs Committee to install a memorial bench and plaque in honor of conservationist and significant supporter Vince Garrod atop Nob Hill at Fremont Older Open Space Preserve.

SUMMARY

Vince Garrod was a conservationist and a prominent member of the Saratoga community. Vince passed away on December 29, 2017. At the April 11, 2018 Board Meeting, Director Curt Riffle expressed an interest in providing a memorial bench in recognition of the contributions Mr. Garrod has made to the Midpeninsula Regional Open Space District (District). This request was reviewed and unanimously supported by the Legislative, Funding, and Public Affairs Committee (LFPAC) on July 17, 2018. If approved by the Board of Directors (Board), purchase and installation of the new bench and plaque would cost approximately \$2,420. The Fiscal Year 2018-19 budget includes sufficient funds to cover the associated expenditures.

DISCUSSION

Born in 1918 and raised in Saratoga, Vince Garrod spent his life on the family farm. After growing prunes and apricots for 50 years, he developed a horse lively business known as Garrod Farms Riding Stables. He served as a Board member and Board President of Peninsula Open Space Trust (POST), a member of the Santa Clara County (County) Agricultural Advisory Committee, represented the County's agricultural interests during the formation of the Santa Clara Valley Water District, and served on the Black Mountain Resource Conservation District (now known as the Loma Prieta Resource Conservation District).

Mr. Garrod has been a big supporter of the District for many years. In 1999, he worked with the District and POST to sell below market a 40-acre forested property as an addition to Long Ridge Open Space Preserve. Mr. Garrod worked with and encouraged the Picchetti family to sell their historic Winery property to the District in 1976, establishing the Picchetti Ranch Open Space Preserve. He also assisted the District with the purchase of the 57-acre Beatty property in 2008 at Alma Bridge Road as an addition to Sierra Azul Open Space Preserve. In 1980, the Garrod Family, led by Vince Garrod, transferred 120 acres of their 240 acres to the District as an addition to Fremont Older Open Space Preserve. Mr. Garrod saw the rapid development along the Santa Clara Valley result in the loss of farmland and open space, and wanted to ensure

preservation of the cherished valley views and bridle paths for the public to enjoy. Garrod Farms continues to be a great neighbor to the District and currently has vineyards, a winery, and a popular equestrian center, leading many organized rides using District trails.

Given the long-standing support and assistance in growing the greenbelt, preserving rural landscapes, and expanding the District's landholdings, Vince Garrod has been a significant supporter of the District. Providing a District memorial bench for Vince Garrod is consistent with Board Policy 5.01 *Site Naming and Special Recognition*, which includes the following criteria:

III. SPECIAL RECOGNITION

The Legislative, Funding and Public Affairs Committee (LFPAC) shall be the committee designated to discuss all requests that meet the criteria of the policy for special recognition, made by members of the Board of Directors or by members of the public, including bench memorials and the naming of bridges, and after deliberation shall decide which requests will be referred to the full Board for a vote.

C. District Memorial Benches

These are benches which are installed by the District in response to requests by members of the Board of Directors to honor deceased "Founders", Significant Supporters", and "Volunteers".

The General Manager is forwarding LFPAC's recommendation to approve a memorial bench at Fremont Older Open Space Preserve for Vince Garrod.

FISCAL IMPACT

The estimated total cost for material and construction of the bench and plaque is \$2,420 and includes the following:

- Cost of a standard bench: \$705
- Cost of personalized plaque: \$320
- Cost of shipping of materials: \$295
- Cost of assembling and installing the bench and plaque: \$500
- Cost of maintenance of bench and plaque: \$600

Sufficient funds are included in the FY2018-19 Operating Budget under the Land and Facilities Department.

BOARD COMMITTEE REVIEW

LFPAC reviewed this item on July 17, 2018 and recommended Board approval.

PUBLIC NOTICE

Public notice was provided as required by the Brown Act.

CEQA COMPLIANCE

Section 15301 of the California Environmental Quality Act exempts the minor alteration of existing public structures or facilities, involving negligible or no expansion of existing use. The seating installation would be a minor alteration to an existing trail.

NEXT STEPS

If approved by the Board, staff will begin ordering the signage and bench for installation in Fall 2018.

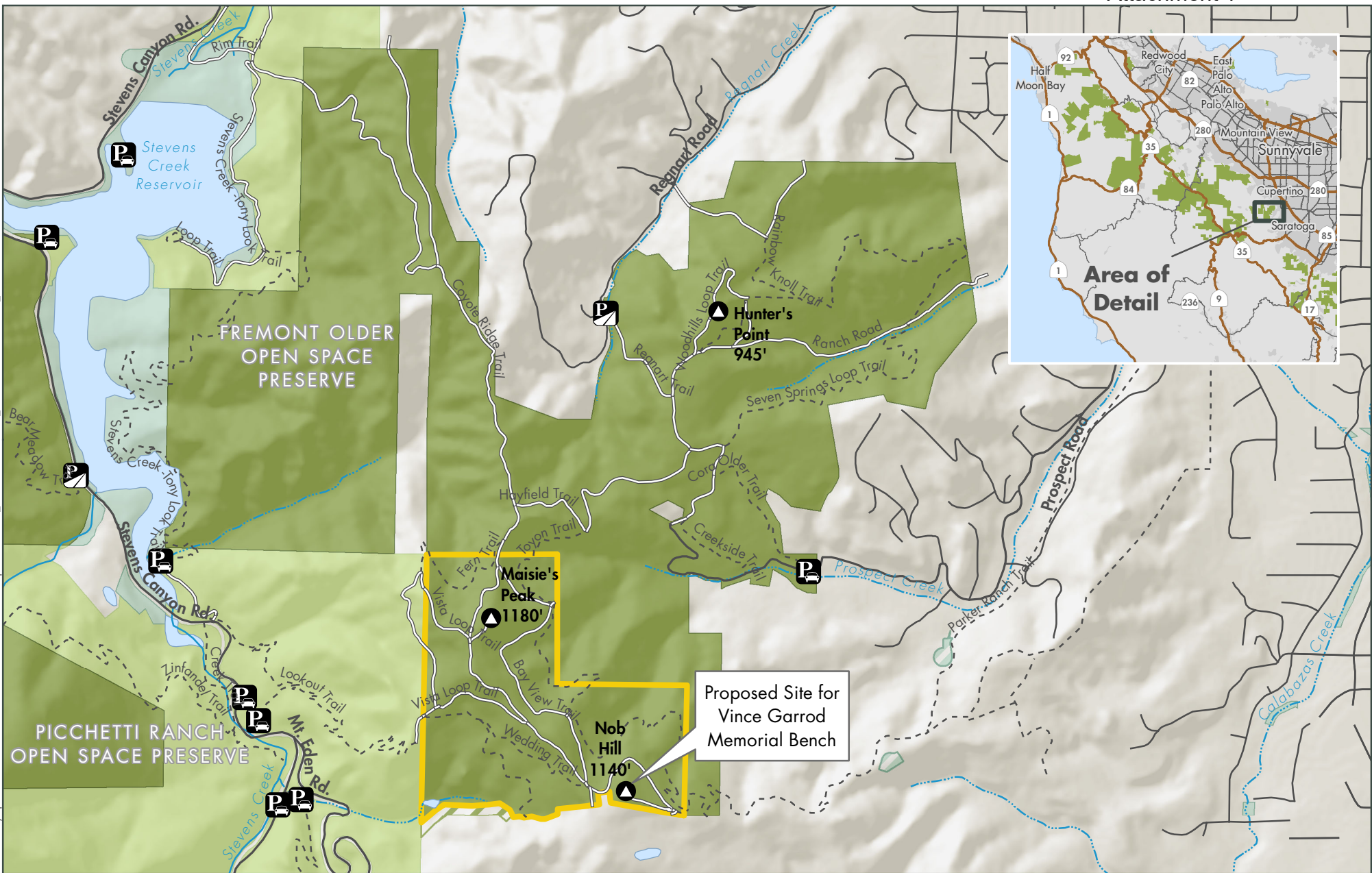
Attachments

1. Site map and location photos
2. Board Policy 5.01 *Site Naming, Gift and Special Recognition*
3. Legislative, Funding, and Public Affairs Committee draft minutes from July 17, 2018 meeting









Responsible Department Head:
Cydney Bieber, Acting Public Affairs Manager

Prepared by:
Carmen Lau, Public Affairs Specialist I

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Created By: hawk



Proposed Memorial Bench for Vince Garrod

- | | | | |
|---|----------------------|---|--------------------------|
|  | MROSD Preserve |  | Garrod Property Addition |
|  | MROSD Easement |  | Point of Interest |
|  | Watershed Land |  | Parking Lot |
|  | Other Protected Land |  | Roadside Parking |

Midpeninsula Regional
Open Space District
(MROSD)
July 2018



While the District strives to use the best available digital data, these data do not represent a legal survey and are merely a graphic illustration of geographic features.

View from Nob Hill in Fremont Older Open Space Preserve



Location of the proposed bench location, at Nob Hill, Fremont Older



Board Policy Manual

Site Naming, Gift, and Special Recognition	Policy 5.01 Chapter 5 – Historical/Cultural
Effective Date: 8/25/93	Revised Date: 11/13/13
Prior Versions: 8/25/93, 9/14/94, 6/24/98, 9/12/01, 10/8/08, 1/13/10, 10/27/10	

I. SITE NAMING

All District site names and signs should be kept as simple and functional as possible. When a property is acquired, either as an addition to an existing preserve or for the establishment of a new preserve, a name will be recommended in the Preliminary Use and Management Plan. In most cases, "open space preserve" is appropriate as part of the name; however, there may be circumstances when another designation may be used. In some cases, a temporary name may be retained until the next Comprehensive Use and Management Plan review.

A. Open Space Preserves

The name given to each open space preserve should be general enough to remain suitable if the site is enlarged, but specific enough to give its location some significance. Properties added to an open space preserve may not always be contiguous with that preserve.

1. Preserves shall be named after:
 - a) Geographical features of broad, general significance to the preserve;
 - b) Historical persons, cultural names, uses, or events broadly associated with the locale.
2. Preserves shall not be named after any individuals other than historical persons as noted above.

B. Preserve Areas, Trails, Site Improvements, Historic Sites and Unnamed Natural Features

This designation refers to specific locations, land formations, trails, natural and physical features, staging areas and other site improvements, and areas of significance within open space preserves. Recognition of significant land gifts, including "bargain" purchases, will be negotiated at the time of the gift or bargain purchase.

1. Preserve areas, trails, site improvements including benches and bridges, historic sites and previously unnamed natural features shall ordinarily be named after:
 - a) Geographical, botanical or zoological identification;

b) Historical persons, uses, or events associated with the site, or persons and organizations listed in Section III: "Special Recognition".

2. Preserve areas, trails, site improvements, historic sites and unnamed natural features may in rare instances be named after a living individual who has made an outstanding contribution to the District, subject to approval by the Board of Directors.

II. GIFT RECOGNITION

The purpose of the gift recognition policy is to provide an opportunity for the District to recognize and commend individuals or groups that have made significant contributions of cash, equipment, materials, goods or professional services toward the enhancement of the District, its programs, and its facilities.

A. Unsolicited Cash Gifts:

Up to \$25	Postcard of thanks
\$26 to \$499	Letter signed by General Manager
\$500 to \$1,999	Letter signed by President of the Board
\$2,000 to \$4,999	Letter signed by President of the Board and District gift item (note cards, etc.)
\$5,000 to \$9,999	Letter signed by President of the Board and framed photograph of favorite District preserve
\$10,000 or more	Letter signed by President of the Board and Resolution and framed photograph of District preserve and mention in a District publication*

*These items will be provided only if desired by the donor.

III. SPECIAL RECOGNITION

The Legislative, Funding and Public Affairs Committee (LFPAC) shall be the committee designated to discuss all requests that meet the criteria of the policy for special recognition, made by members of the Board of Directors or by members of the public, including bench memorials and the naming of bridges, and after deliberation shall decide which requests will be referred to the full Board for a vote.

The District places benches in its preserves for three distinct purposes:

A. District Rest Benches

These benches provide constituents with a place to rest. District staff places these benches without involving a District committee or the full Board. Regular benches must be either a backed or a backless standard bench as described in Section V below.

B. Constituent Memorial Benches

These are benches which have been requested by constituents in order to honor a member of the public and are funded by the requestors who must pay \$5,000 for the lifetime cost of the bench. LFPAC discusses requests for these benches and decides which requests will be referred to the full Board for a vote. Requests must be in reference to a deceased significant supporter or a volunteer, as defined in the following sections.

a) Constituent memorial benches shall only be placed in locations that have been pre-determined by the District and approved by the Use and Management committee and by the full Board of Directors.

b) If a request for special recognition is approved by the Board of Directors, the requestor(s) shall pay for the cost of constructing, installing and maintaining a memorial bench by contributing \$5,000 to a Memorial Bench Fund to cover the lifetime cost of the bench. The District will put this fund into an interest-bearing account which will be used solely for memorial bench construction, installation, repair, and maintenance.

c) Bench plaques will be 2 x 6 inches in size.

d) Benches must be one of the two District standard bench designs.

C. District Memorial Benches

These are benches which are installed by the District in response to requests by members of the Board of Directors to honor deceased "Founders," "Significant Supporters", and "Volunteers".

a) LFPAC can initiate a bench request and refer a decision to the full Board or individual Board members can initiate a bench request which will be referred to LFPAC for discussion before it is referred to the full Board for a final decision. Honorees must be deceased "Founders", "Significant Supporters", and "Volunteers" (per policy Section III D below).

b) For these benches there are no design specification limits or limits on their location. The District will pay for the lifetime cost of the bench.

D. Deceased Founders, Significant Supporters, and Volunteers

"Founders", "Significant Supporters", and "Volunteers" are eligible for special recognition, including memorials.

"Founders" shall be defined as an individual or group of individuals who participated in the formation of the District, or were significant supporters of the formation of the District.

"Significant Supporters" shall be defined as individuals or group of individuals who have shown conspicuous or noteworthy support for the District through extraordinary contributions of time and effort to the advancement of the goals, philosophy and mission of the District.

"Volunteers" shall be defined as individuals or groups of individuals who donated their time to the District by working for the District's docent or volunteer program.

IV. RECOGNITION OF HISTORIC SITES

A. A recognition monument, normally in plaque form, may be considered by the Board if it is in relation to a specific existing building or other remaining structure of significant historic value. In such cases, the plaque will be affixed or in close proximity to the structure itself. If there is no structure, then recognition may be considered for inclusion on District informational materials or trail signage. Such a site, in the absence of a building or structure, will ordinarily not be physically marked except as determined by the Board on a case-by-case basis as part of the Use and Management planning process for the corresponding open space preserve.

Any Board-approved memorial names shall be included in site brochures, maps, or other informational materials.

V. STANDARD BENCH DESIGN SPECIFICATION

A. District Rest Benches and Constituent Memorial benches, described in III(A) and (B) above, are limited to either of the two following standard bench designs:

Backed bench:

Dumor - Bench 88, recycled plastic slates (color: CEDAR), steel leg supports
(color: BLACK, IMBEDDED)
6' or 8' lengths

Backless bench:

Dumor - Bench 103, recycled plastic slates (color: CEDAR), steel leg supports
(color: BLACK, IMBEDDED)
103-60PL 6' long, 3 supports
103-80PL 8' long, 3 supports

B. LFPAC can at any point bring designs to the Board that differ from the District's standard bench designs.



Midpeninsula Regional
Open Space District

**MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
LEGISLATIVE, FUNDING, AND PUBLIC AFFAIRS COMMITTEE**

Administrative Office
330 Distel Circle
Los Altos, CA 94022

**Tuesday, July 17, 2018
2:00PM**

DRAFT MINUTES

CALL TO ORDER

Director Harris called the meeting of the Legislative, Funding, and Public Affairs Committee to order at 2:08 p.m.

ROLL CALL

Members present: Cecily Harris, Larry Hassett

Members absent: Nonette Hanko

Staff present: Acting General Manager Ana Ruiz, Acting General Counsel Hilary Stevenson, Chief Financial Officer/Director of Administrative Services Stefan Jaskulak, Acting Assistant General Manager Christine Butterfield, Acting Assistant General Manager Brian Malone, Acting Public Affairs Manager Cydney Bieber, Governmental Affairs Specialist Joshua Hugg, Public Affairs Specialist I Carmen Lau, Public Affairs Assistant Jordan McDaniel

ORAL COMMUNICATIONS

No speakers present.

ADOPTION OF AGENDA

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

VOTE: 2-0-0 (Director Hanko absent)

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COMMITTEE BUSINESS

1. Approve the March 27, 2018 Legislative, Funding, and Public Affairs Committee Meeting Minutes.

Motion: Director Hassett moved, and Director Harris seconded the motion to approve the March 27, 2018 Legislative, Funding, and Public Affairs committee meeting minutes.

Public comment opened at 2:09 p.m.

No speakers present.

Public comment closed at 2:10 p.m.

VOTE: 2-0-0 (Director Hanko absent)

2. Consideration of a Memorial Bench for Vince Garrod at Fremont Older Open Space Preserve (R-18-80)

Public Affairs Specialist Carmen Lau provided an overview of Vince Garrod's contributions to the District and shared the proposed location for the bench, the dedication plaque language, and estimated installation and maintenance costs.

Director Hanko arrived at 2:12 p.m.

Director Hanko recognized Vince Garrod's as a significant supporter of the District and expressed support of the idea to honor Vince Garrod with a memorial bench.

Director Hassett was honored to consider the memorial bench request for Vince Garrod.

Public comment opened at 2:15 p.m.

Jan Garrod, third son of Vince Garrod, expressed his gratitude and appreciation to the Board of Directors for considering the installation of a memorial bench for his late father.

Public comment closed at 2:20 p.m.

Motion: Director Hanko moved, and Director Hassett seconded the motion to forward to the full Board of Directors a recommendation to install a memorial bench and plaque in honor of conservationist and significant supporter Vince Garrod atop Nob Hill at Fremont Older Open Space Preserve.

VOTE: 3-0-0

3. Revisions to Board Policy 5.01 – Site Naming, Gift, and Special Recognition, Section III (B) Constituent Memorial Benches (R-18-83)

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Public Affairs Specialist I Carmen Lau, provided an overview of Board Policy 5.01 – Site Naming, Gift, and Special Recognition, Section III (B) Constituent Memorial Benches. Ms. Lau reported the number of constituent memorial bench requests from 2010 to 2018 and presented three different options for revisions to the policy.

Director Harris expressed an interest in Option 1, proposed the addition of an “Honorary” category for living constituents, spoke in favor of using a first-come first-served system, supported designating existing benches for constituent memorial bench requests, and cautioned staff about the varying maintenance costs of benches.

Acting Assistant General Manager Brian Malone confirmed the estimated costs in the report are overall accurate; however, costs vary depending on the location and condition of the bench. General Manager Ana Ruiz confirmed the estimated costs are along the same lines as other agencies with similar memorial bench programs.

General Manager Ana Ruiz asked the Board of Directors if there is a desire to continue having eligibility restrictions on constituent-initiated bench requests.

Director Hanko and Director Hassett expressed a strong interest in ensuring that eligible recipients provided substantial contributions to the District. With this inclusion, Director Hassett supported Option 1.

Public comment opened at 3:17 p.m.

No speakers present.

Public comment closed at 3:18 p.m.

Motion: Director Hassett moved, and Director Harris seconded the motion to forward to the full Board of Directors the revised recommendation to approve the following change to Board Policy 5.01 – Site Naming, Gift, and Special Recognition, under Section III (B) Constituent Memorial Benches: revise the policy language as presented in Option 1 with the inclusion of “Significant Supporter” and “Volunteer” eligibility requirements, clarified “Volunteers” as individuals or groups of individuals who donated a minimum of 250 volunteer hours and 5 years of service to the District, and add a new “Honorary” dedication category that is subject to the same eligibility requirements to also allow bench dedications of living constituents.

VOTE: 2-0-1 (Director Hanko abstained)

4. Briefing on Legislative Engagement Day Schedule (R-18-84)

Governmental Affairs Specialist Joshua Hugg presented an update on the plans for the August 7, 2018 Legislative Engagement Day in Sacramento.

Director Harris and Director Hassett commented these types of events are productive and valuable to the Board.

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Director Harris suggested the group split up into small groups when visiting the committee chairs.

Mr. Hugg stated additional feedback is welcomed, and staff will incorporate Committee feedback into the event planning.

No committee action required.

5. Consideration of District position on AB 2614 (Carrillo): Outdoor experiences: community access program (as Amended July 3, 2018) (R-18-85)

Governmental Affairs Specialist Joshua Hugg summarized AB 2614 (Carrillo), as amended. Mr. Hugg provided reasoning for the District taking a position on AB 2614.

Director Harris expressed support of the bill and expressed concern about the bill not including a large portion of the population who do not have exposure or access to preserves and do not fit the two criteria in the amendment. Director Harris suggested writing a letter of support with a provision to contain more inclusive definitions which better serve our communities.

General Manager Ana Ruiz clarified AB 2614 specifically looks at disadvantaged and low-income communities, and District staff are actively seeking bills more global in nature to help integrate environmental studies and outdoor education more fully in the education system across California.

Public comment opened at 3:41 p.m.

No speakers present.

Public comment closed at 3:42 p.m.

Motion: Director Hassett moved, Director Harris seconded the motion to forward a recommendation to the full Board of Directors for support of AB 2614 (Carrillo) as amended.

VOTE: 3-0-0

ADJOURNMENT

Director Harris adjourned the meeting of the Legislative, Funding, and Public Affairs Committee at 3:42 p.m.

Jordan McDaniel
Public Affairs Administrative Assistant