



Midpeninsula Regional
Open Space District

November 28, 2018
Board Meeting 18-40

SPECIAL AND REGULAR MEETING

BOARD OF DIRECTORS MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

Administrative Office
330 Distel Circle
Los Altos, CA 94022

November 28, 2018

DRAFT MINUTES

SPECIAL MEETING – CLOSED SESSION

President Cyr called the special meeting of the Midpeninsula Regional Open Space District to order at 5:30 p.m.

ROLL CALL

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

Members Absent: Nonette Hanko

Staff Present: General Manager Ana Ruiz, General Counsel Hilary Stevenson, Assistant General Manager Brian Malone, Controller Mike Foster

Public comments opened at 5:30 p.m.

No speakers present.

Public comments closed at 5:31 p.m.

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION. Government Code Section 54957(b)(1)

Title of Employee: Controller

CONFERENCE WITH LABOR NEGOTIATORS. Government Code Section 54957.6

Agency designated representatives: Board of Directors

Unrepresented Employees: Controller

After Item 1, Controller Mike Foster left the closed session.

General Manager Ana Ruiz, General Counsel Hilary Stevenson, Assistant General Manager Brian Malone, Planning Manager Jane Mark, and Real Property Manager Mike Williams attended the closed session for Item 2.

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

Property: San Mateo County APN(s): 079-080-090 and 079-080-080 (portions)

Agency Negotiator: Brian Malone, Assistant General Manager

Negotiating Party: Jim and Patty White

Under Negotiation: Lease Terms

Director Riffle recused himself from this item due to his employment at the Peninsula Open Space Trust.

ADJOURNMENT

President Cyr adjourned the special meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 6:59 p.m.

REGULAR MEETING

President Cyr called the regular meeting of the Midpeninsula Regional Open Space District to order at 7:00 p.m.

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

ROLL CALL

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

Members Absent: Nonette Hanko

Staff Present: General Manager Ana Ruiz, General Counsel Hilary Stevenson, Assistant General Manager Brian Malone, Chief Financial Officer/Director of Administrative Services Stefan Jaskulak, Acting Assistant General Manager Kirk Lenington, Administrative Assistant Jordan McDaniel,

ORAL COMMUNICATIONS

No speakers present.

ADOPTION OF AGENDA

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

VOTE: 5-0-0 (Director Hanko absent)

SPECIAL ORDERS OF THE DAY

- Introduction of staff
 - Scott Reeves
 - Tanisha Werner
 - Mazarin Vakharia
 - Lewis Reed

- Proclamation Honoring Paul McKowan on his Retirement

CONSENT CALENDAR

Director Riffle pulled Item 7 from the consent calendar.

Public comment opened at 7:31 p.m.

No speakers present.

Public comment closed at 7:31 p.m.

Motion: Director Riffle moved, and Director Hassett seconded the motion to approve the Consent Calendar, except for Item 7.

VOTE: 5-0-0 (Director Hanko absent)

- 1. Approve November 14, 2018 and November 20, 2018 Minutes**
- 2. Claims Report**
- 3. Award of Contract for Biological Services: American Badger and Burrowing Owl Habitat Suitability Study (R-18-136)**

General Manager's Recommendation:

1. Authorize the General Manager to approve a contract with San Francisco Bay Bird Observatory and sub-consultant Pathways for Wildlife to provide biological studies that will inform management actions for protecting American Badger and Burrowing Owl, for a base contract amount not to exceed \$214,250 over a three-year period.
2. Authorize a 10% contingency of \$21,425 to be reserved for unanticipated issues, for a total contract amount not-to-exceed \$235,675.

- 4. Resolution of the Board of Directors of the Midpeninsula Regional Open Space District Supporting the Prohibition of Industrial Clearcutting in California Forests (R-18-137)**

General Manager's Recommendation: Adopt a resolution supporting the prohibition of industrial clearcutting in California forests.

- 5. Contract Amendment for Environmental Services to Support the Ravenswood Bay Trail Project (R-18-138)**

General Manager's Recommendations:

1. Authorize the General Manager to execute a contract amendment with H.T. Harvey and Associates for additional environmental consulting services to support the Ravenswood Bay Trail Project in the amount of \$138,000 for a not-to-exceed new contract amount of \$204,700.
2. Authorize an approximate 10% contingency of \$13,500 to cover unforeseen conditions, for a total contract amount not-to-exceed \$218,200.

6. Board Response to Written Communications from Rob Huebschmann

General Manager's Recommendation: Approve the proposed response to Rob Huebschmann.

7. Appointment of Ward 7 Director (R-18-143)

Item 7 was heard after the Consent Calendar.

General Manager's Recommendation:

1. Adopt a resolution appointing Zoe Kersteen-Tucker as the Ward 7 Director.
2. Direct the District Clerk to certify the appointment and administer the Oath of Office.

Public comments opened at 7:35 p.m.

No public comments.

Public comments closed at 7:35 p.m.

Director Kishimoto expressed appreciation for the fantastic field of candidates and enthusiastic applicants.

Director Riffle spoke regarding the impressive Ward 7 applicants and thanked the staff members responsible for the process.

Director Cyr expressed appreciation for the high quality of the applicants for the Ward 7 board position.

Motion: Director Hassett moved, and Director Siemens seconded the motion to approve the General Manager's recommendation.

VOTE: 5-0-0 (Director Hanko absent)

BOARD BUSINESS

8. Proposed Trail Names for Bear Creek Redwoods Open Space Preserve Phase I Trails (R-18-139)

Planner III Gretchen Laustsen discussed proposed names for the Phase I public access trails at Bear Creek Redwoods Open Space Preserve and reviewed the trail naming criteria and process specified in Board Policy 5.01 for Site Naming, Gift and Special Recognition. Gretchen Lausten provided descriptions for each of the four new trail segments and their proposed trail names.

Public comments opened at 7:46 p.m.

No speakers present.

Public comments closed at 7:46 p.m.

Motion: Director Riffle moved, and Director Siemens seconded the motion to approve the proposed Phase I trail names for Bear Creek Redwoods Open Space Preserve, as set out in the staff report and as recommended by the Legislative, Funding, and Public Affairs Committee.

VOTE: 5-0-0 (Director Hanko absent)

9. Preserve Use Survey – Proposed Follow-up Implementation Actions (R-18-140)

Governmental Affairs Specialist Joshua Hugg provided the staff report describing the procedures used to collect information through the preserve use survey and the proposed implementation actions to address the recommendations derived from the 2017-18 Preserve Use Survey. The recommendations are grouped into eight categories and will be addressed through varying methods, such as enhancing current District activities and services, implementing new solutions, and collaborating with similar agencies and organizations. Staff recommends initiating implementation over the following three fiscal years and repeating the survey every five to ten years to confirm the District’s effectiveness in addressing the identified gaps and barriers.

Director Riffle suggested creating metrics to measure progress regarding the proposed goals. Additionally, Director Riffle recommended identifying partnership opportunities with other organizations with similar issues.

Director Siemens commented on the need to grow District volunteer programs, such as at the Daniels Nature Center and providing funding to support transportation for schools to participate in environmental education programs.

General Manager Ana Ruiz reported staff will gather additional information regarding the use of District transportation grants and report back to the Board at a future meeting.

Director Hassett suggested increased partnerships with healthcare providers and outdoor educational programs to encourage additional visitors to preserves.

Director Kishimoto suggested offering an introductory wilderness training to familiarize new preserve visitors with the natural environment.

Director Siemens suggested using a municipal garbage service on a trial basis to remove dog waste containers at Pulgas Ridge and Windy Hill.

Public comments opened at 8:34 p.m.

No speakers present.

Public comments closed at 8:34 p.m.

No Board action required.

INFORMATIONAL MEMORANDUM

- Hawthorns Public Access Planning Project

INFORMATIONAL REPORTS

A. Committee Reports

No committee reports.

B. Staff Reports

Chief Financial Officer Stefan Jaskulak commented on the newly created “Budget in Brief” pamphlet.

Assistant General Manager Brian Malone reported an agenda item on a proposed pilot dog waste program will be presented to the Board in March.

Ms. Ruiz reported that second interviews for Public Affairs Manager position will be held on Friday.

C. Director Reports

The Board members submitted their compensatory reports.

Director Hassett announced the South Skyline Association holiday party will be at his home on December 2, 2018 at 4:30 p.m.

Director Riffle reported he will be attending the annual Vida Verde Celebration event on Sunday. He will also be attending TomKat Ranch’s, a sustainable grazing organization, annual study in Pescadero.

ADJOURNMENT

President Cyr adjourned the regular meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 8:43 p.m.

Jennifer Woodworth, MMC
District Clerk