



Midpeninsula Regional
Open Space District

February 28, 2019
Board Meeting 19-05

SPECIAL MEETING

BOARD OF DIRECTORS MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

Lucie Stern Community Center - Fireside Room
1305 Middlefield Rd. #1
Palo Alto, CA 94301

**Thursday, February 28, 2019
9:30 AM**

DRAFT MINUTES

CALL TO ORDER

Vice-President Holman called the special meeting of the Midpeninsula Regional Open Space District to order at 9:35 a.m.

ROLL CALL

Members Present: Jed Cyr, Larry Hassett, Karen Holman, Zoe Kersteen-Tucker, Yoriko Kishimoto, and Curt Riffle

Members Absent: Pete Siemens

Staff Present: General Manager Ana Ruiz, General Counsel Hilary Stevenson, Assistant General Manager Brian Malone, Assistant General Manager Susanna Chan, Chief Financial Officer/Director of Administrative Services Stefan Jaskulak, Controller Mike Foster, District Clerk/Assistant to the General Manager Jennifer Woodworth, Planning Manager Jane Mark, Public Affairs Manager Korrine Skinner, Engineering and Construction Manager Jay Lin, Human Resources Manager Candice Basnight, Acting Information Systems Technology Manager Casey Hiatt, Visitor Services Manager Matt Anderson, Land and Facilities Manager Michael Jurich, Natural Resources Manager Kirk Lenington, Real Property Manager Mike Williams, Finance Manager Andrew Taylor, Budget and Analysis Manager Carmen Narayanan

ORAL COMMUNICATIONS

No speakers present.

BOARD BUSINESS

General Manager Ana Ruiz provided opening comments summarizing the agenda topics for the retreat and describing the various organizational changes the District has undergone in the past five years.

President Siemens arrived at 9:40 a.m.

Chief Financial Officer/Director of Administrative Services Stefan Jaskulak reviewed the budget planning cycle.

Director Riffle inquired if there may be ways to make the budget cycle more efficient to minimize the planning portion of the cycle.

Mr. Jaskulak explained the planning cycle was extended this year in order to allow staff to work on the budget while continuing to make progress on District projects.

Mr. Jaskulak reviewed the preliminary fiscal year 2019-20 (FY2019-20) budget including proposed expenditures and estimated revenues and reviewed the key themes and updates to the Strategic Plan from the December 6, 2018 Board retreat.

Assistant General Manager Brian Malone reviewed the FY2018-19 Capital Improvement and Action Plan (CIAP) priorities and progress on each. Mr. Malone described the development of the proposed FY2019-20 CIAP, including resource loading, application of the Board-approved Measure AA prioritization criteria, and the Vision Plan.

Director Riffle suggested the Vision Plan and Measure AA prioritization criteria should be periodically reviewed and updated.

Director Kersteen-Tucker inquired regarding the process for the Board to introduce new projects.

Mr. Malone explained the Board retreat is the time to introduce new project ideas as staff reviews each of the four programs of the CIAP.

Director Kersteen-Tucker suggested grouping together projects that help preserve the history of the area, such as Mount Umunhum and Alma College.

Mr. Malone explained that historic preservation is not currently a specific Board priority, but there are Board policies and projects that support historic preservation of the area.

Board members discussed that the District historically became involved in historic preservation projects due to purchasing land with historic structures but has not adopted it as a Board priority.

Due to the perceived conflict of interest resulting from his employment at the Peninsula Open Space Trust, Director Riffle recused himself and left the room at 10:48 a.m.

The Board reviewed the four programs of the draft CIAP, requested, and received clarification regarding the projects included. The Board also requested edits to various project descriptions.

Assistant General Manager Susanna Chan reviewed the land acquisition and preservation program describing potential opportunities for new land acquisitions, including Cloverdale and Johnston Ranches.

Director Kishimoto inquired regarding the process for evaluating the proposed purchase of Cloverdale Ranch.

Ms. Ruiz and Real Property Manager Mike Williams explained staff is still in the evaluation phase of the five-year process for proposed purchase, and the Board will have numerous opportunities to weigh in on the purchase as it progresses at the committee and full Board level.

The Board recessed at 11:14 a.m. and reconvened at 11:23 a.m. with all directors present.

Ms. Chan reviewed potential watershed protection opportunities associated with the potential purchase of land from San Jose Water Company.

Mr. Williams provided an update on the status of negotiations with San Jose Water Company and reported he will keep the Board updated when there is progress.

The Board recessed at 11:48 a.m. and reconvened at 12:06 p.m. with all directors present.

Mr. Malone reviewed projects associated with the natural resource protection and restoration program, including the Highway 17 wildlife crossing, development of grazing management and agriculture policies, implementation of the Climate Action Plan, and wildfire program development.

Director Kishimoto requested an update on the employee commute options as discussed in the Climate Action Plan.

Ms. Ruiz reported she will be evaluating the various options soon and will provide an update to the Board soon.

Natural Resources Manager Kirk Lenington explained information would be included in the annual budget related to climate initiatives and projects. Staff will also return to the Board on a biannual basis to update the District's operational emissions levels.

Director Hassett commented on the distance some District contractors drive to reach District projects and encouraged use of local contractors.

President Siemens suggested having vehicles available for staff to use in personal emergencies to help encourage public transit usage.

Director Holman commented on the need to publicize the District's many positive programs, such as implementation of the Climate Action Plan.

Ms. Chan reviewed projects in the public access, education, and outreach program, including Bear Creek Stables, Alma College, Ravenswood Bay Trail, Saratoga to the Sea Trail, ADA barrier removal, and Highway 17 Bay Area Ridge Trail crossing.

The Board requested and received an update on the Cooley Landing Education Center and related projects.

Director Riffle suggested moving forward with trails to connect the various areas of the La Honda Open Space Preserve.

Director Hassett suggested painting the Red Barn in the upcoming fiscal year.

Mr. Malone explained a trail through La Honda has been deferred due to the land conditions, and a new proposed trail route depends on the location of the public staging area.

Board members commented on several preserves with parking challenges, including Rancho San Antonio, Pulgas Ridge, and Purisima Creek Redwoods.

Mr. Malone reviewed projects in the vehicles, equipment, facilities, and other program, including agricultural workforce housing, south area field office, Mount Umunhum radar tower, Hawthorns historic house partnership, increased efficiencies in business systems, and legislative initiatives.

The Board commented on the implementation of the preserve use survey and their interest in seeing what implementation actions will result from it. Additionally, Director Holman suggested promoting the results and implementation actions.

Public Affairs Manager Korrine Skinner commented on the District's strategic communications plan currently being developed.

Director Riffle requested staff provide information regarding deferred and/or projects not included in the proposed CIAP as part of the budget process.

Public comments opened at 2:18 p.m.

Daniel Olstein, Director of Land Programs and Stewardship at Peninsula Open Space Trust (POST), commented on projects that the District and POST collaborate on, such as Gordon Ridge. Mr. Olstein praised progress in the proposed purchase of Cloverdale Ranch, increased public access, such as at Miramontes Open Space Preserve, Bay to Sea Trail, and progress on the Highway 17 crossing projects.

Public comments closed at 2:22 p.m.

Director Hassett moved and Director Riffle seconded a motion to include a project continue with the La Honda Creek loop trails and begin preliminary analysis of options to extend loop trails into central La Honda Creek Open Space Preserve.

Director Kishimoto inquired if other projects would have to be removed in order to accommodate this new project.

Mr. Malone explained staff capacity and resources would be evaluated to determine options for including this project.

Planning Manager Jane Mark explained the proposed public access working group will evaluate parking options at La Honda Creek Open Space Preserve, and the scope could be expanded to include analysis of trail connections in central La Honda Creek Open Space Preserve.

Ms. Ruiz stated staff can examine the trail options as they relate to the La Honda Loop trails and proposed parking locations.

ADJOURNMENT

President Siemens adjourned the Special Meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 2:38 p.m.

Jennifer Woodworth, MMC
District Clerk

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