



Midpeninsula Regional
Open Space District

July 10, 2019
Board Meeting 19-18

REGULAR MEETING

BOARD OF DIRECTORS MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

Administrative Office
330 Distel Circle
Los Altos, CA 94022

Wednesday, July 10, 2019

DRAFT MINUTES

REGULAR MEETING

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, Larry Hassett, Yoriko Kishimoto, Pete Siemens, and Curt Riffle

Members Absent: Karen Holman, Zoe Kersteen-Tucker

Staff Present: General Manager Ana Ruiz, General Counsel Hilary Stevenson, Assistant General Manager Susanna Chan, Assistant General Manager Brian Malone, Chief Financial Officer/Director of Administrative Services Stefan Jaskulak, Executive Assistant/Deputy District Clerk Maria Soria, Visitor Services Manager/Chief Ranger Matt Anderson, Land & Facilities Services Manager Michael Jurich, Management Analyst II Gordon Baillie, Management Analyst II Deborah Bazar, Natural Resources Manager Kirk Lenington, Senior Resources Management Specialist Coty Sifuentes-Winter, Integrated Pest Management Coordinator Tom Reyes

ORAL COMMUNICATIONS

No public comments.

ADOPTION OF AGENDA

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

VOTE: 5-0-0 (Directors Holman and Kersteen-Tucker absent)

SPECIAL ORDERS OF THE DAY

- Proclamation Honoring Gordon Baillie on his Retirement

CONSENT CALENDAR

Public comment opened at 7:11 p.m.

No public comments.

Public comment closed at 7:11p.m.

Motion: Director Hassett moved, and Director Kishimoto seconded the motion to approve the Consent Calendar.

VOTE: 5-0-0 (Directors Holman and Kersteen-Tucker absent)

- 1. Approve June 26, 2019 Minutes**
- 2. Claims Report**
- 3. Award of Contract with Forrest Telecom Engineering, Inc., to provide Radio Communications System Assessment and Master Plan Services for the Radio System Assessment and Upgrade Project (R-19-92)**

General Manager's Recommendation:

1. Authorize the General Manager to enter into contract with Forrest Telecom Engineering, Inc., to provide services in support of the Radio System Assessment and Upgrade project for a not-to-exceed base amount of \$106,500.
2. Authorize a 4% contingency of \$4,500 to be awarded if necessary to cover unforeseen conditions, for a total contract amount not-to-exceed \$111,000.

- 4. Award of Demolition and Site Cleanup Contract for Removal of Dilapidated and Defunct Structures at the former Lysons Property and Stevens Canyon Ranch (R-19-93)**

General Manager's Recommendation:

1. Determine that each of the recommended actions are categorically exempt from the California Environmental Quality Act, as set out in the staff report.
2. Authorize the General Manager to enter into a contract with Coastwide Environmental Technologies, Inc., of Watsonville, California for a not-to-exceed base amount of \$327,320.
3. Authorize a 15% contingency of \$49,098 to be reserved for unanticipated issues, thus allowing the total contract amount not-to-exceed \$376,418.

- 5. Contract Amendment for Environmental Services to Support the Ravenswood Bay Trail Project (R-19-94)**

General Manager's Recommendation:

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 an amount of \$385,827 for a period of five years, for a new base contract amount of \$604,027.

2. Authorize a 15% contingency of \$57,874 to cover unforeseen conditions and annual rate increases in the event of Project delay, for a total not-to-exceed contract amount of \$661,901.

6. Fiscal Year 2019-20 Annual Claims List (R-19-96)

Staff Contact: Andrew Taylor, Finance Manager

General Manager's Recommendation: Approve the Fiscal Year 2019-20 Annual Claims List, including debt service payments.

7. Establish the Fiscal Year 2019-2020 Tax Levy for the Midpeninsula Regional Open Space District's General Obligation Bonds - Series 2015A, Series 2015B and Series 2018 (R-19-95)

Staff Contact: Andrew Taylor, Finance Manager

General Manager's Recommendation: Adopt Resolutions of the Board of Directors of the Midpeninsula Regional Open Space District for each of San Mateo, Santa Clara and Santa Cruz Counties to establish an ad valorem property tax levy of \$1.60 per \$100,000 (or \$0.0016 per \$100) in assessed value for the General Obligation Bonds – Series 2015A, Series 2015B and Series 2018 (Measure AA).

BOARD BUSINESS

8. Annual 2018 Calendar Year Report and Proposed Updates to the Integrated Pest Management Program (R-19-90)

Integrated Pest Management Coordinator (IPM) Tom Reyes presented the fourth year of pest management activities prescribed under the Integrated Pest Management program summarizing pest problems, pest control treatments and their effectiveness, and pesticide use. Pest problems are addressed by three departments: Natural Resources, Land & Facilities, and Visitor Services. In addition to staff time, volunteers and District contractors also participate in pest management practices, such as hand pulling, mowing, herbicide, cutting, etc. Since the 2017 annual report, the number of hours for IPM/resource management work increased due to an increase in contractor and volunteer hours. In 2018, the District's IPM Coordination Team identified and began seven new high priority pest control projects on District lands.

Mr. Reyes and Senior Resources Management Specialist Coty Sifuentes-Winter explained the modifications to the IPM Program consist of adding DEET and Permethrin to the List of Approved Pesticides, which will allow the District to distribute insect repellent to staff. Mr. Sifuentes-Winter stated the District will shift land management work and increase acreage designated in the Fuels Management category to perform additional fuels management activities while remaining within the current CEQA analysis. This shift will bridge the time gap for certification of the Wildland Fire Resiliency Program EIR. Additionally, Mr. Reyes stated that the District, after conferring with the San Mateo County Resources Conservation District (RCD), proposes changing the emphasis of the regional Slender False Brome (SFB) program from eradication to ongoing control, outreach, education, and mapping. Lastly, Mr. Reyes reported the District proposes to expand the partnership with RCD to combat additional invasive species on private lands that threaten biodiversity on District Preserves.

Director Riffle asked if the District has any outreach efforts to educate our neighbors on the danger of using harmful pesticides.

Mr. Reyes mentioned that the Public Affairs Department has added information on our website of the rodenticides the District uses.

Director Riffle suggested conservation grazing should be formally incorporated into the IPM Program and define conservation grazing as a tool to control invasive species and assist with the District's Fuel Management Plan.

General Manager Ana Ruiz commented that in public outreach and education efforts for the Fuels Management Program, the Grazing Program is also mentioned because it is a tool to control our invasive species.

Director Siemens agreed with Director Riffle on adding a section to the IPM Program on conservation grazing.

Public comments opened at 8:27 p.m.

Cleopatra Tудay, Conservation Program Coordinator from the San Mateo Resources Conservation District, stated that she is the Slender False Brome project manager there and is pleased to continue with our partnership. Ms. Tудay also acknowledged the work of residents from Grandview Neighborhood Association on their work removing SFB.

A member of the public from the Grandview Neighborhood Association spoke in favor of the SFB Program and was concerned that the District would shift away from the program nullifying the work they have conducted for the last ten years.

Mr. Reyes stated the SFB program is continuing and shifting from eradication to control as a top priority weed. Mr. Reyes also thanked the residents of Grandview for their work and support removing invasive species.

Public comments closed at 8:28 p.m.

Director Kishimoto expressed her appreciation of the IPM Program and of the work that staff, neighbors, and volunteers have provided in support of the IPM Program.

Director Cyr asked if the IPM report with the suggested modification to include conservation grazing would be available on the District's website.

General Manager Ruiz reported she will work with the Natural Resources staff to add the verbiage in the IPM report to include conservation grazing and post the revised IPM report on the District's website.

Motion: Director Kishimoto moved to:

1. Approve the proposed changes to the Integrated Pest Management Program.
2. Approve the proposed changes to the Slender False Brome Program and associated partnership with the San Mateo County Resource Conservation District.

Friendly Amendment: Director Riffle seconded the motion and offered a friendly amendment to incorporate conservation grazing into the IPM Program and continue ongoing neighbor education to encourage program participation in our program and alert them of the dangers of rodenticide use.

Director Kishimoto accepted the friendly amendment.

VOTE: 5-0-0 (Directors Holman and Kersteen-Tucker absent)

The Board recessed at 8:38 p.m. and reconvened at 8:46 p.m. with Directors Cyr, Hassett, Kishimoto, Riffle, and Siemens present.

9. Authorization to Purchase Capital Equipment for Fiscal Year 2019–20 (R-19-91)

Management Analyst II Deborah Bazar provided the staff presentation on the proposed vehicle purchases that include one patrol vehicle, four maintenance vehicles, and one administrative office pool vehicle. Ms. Bazar noted the District's Replacement Guidelines were updated in March 2019 to increase the mileage threshold for vehicle retirement. Finally, Ms. Bazar reviewed the different mileage and age standards for field and administrative vehicles.

Director Siemens inquired regarding the range of the electric Chevy Bolt the District proposes purchasing and whether there are other cars with a higher range.

Ms. Bazar noted the Chevy Bolt range is 238K miles, and the only other long range vehicle would be a Tesla.

Public comments opened at 8:55 p.m.

No public comments.

Public comments closed at 8:55 p.m.

Director Kishimoto suggested the Administrative vehicles mileage should be raised to 200,000 miles.

Ms. Bazar thanked Director Kishimoto's for her input and stated she would evaluate the suggestion.

Motion: Director Kishimoto moved, and Director Cyr seconded the motion to:

1. Authorize the General Manager to execute a purchase contract with the California Department of General Services and associated contract dealers for one patrol vehicle, four maintenance vehicles, and one administrative office pool vehicle for a total cost not-to-exceed \$391,500.
2. Authorize the General Manager to execute a purchase contract with the California Department of General Services and associated contract dealers for one mowing tractor for a total cost not-to-exceed \$188,000.

VOTE: 5-0-0 (Directors Holman and Kersteen-Tucker absent)

INFORMATIONAL REPORTS

A. Committee Reports

Director Riffle reported the Board Appointee Evaluation (BAE) committee met and reviewed the BAE schedule that has been subsequently distributed to the Board and Board appointees.

B. Staff Reports

Assistant General Manager Susanna Chan reported staff and Directors Siemens and Riffle will be attending a meeting on August 7 with Santa Clara County Deputy County Executive Sylvia Gallegos and Director of Planning Jacqueline Onciano to discuss a partnership opportunity for the Bear Creek Stables. Ms. Chan also reported on a partnership with the City of Half Moon Bay for the District to host another contractor outreach event at the City of Half Moon Bay's Emergency Operations Center of July 18.

Assistant General Manager Brian Malone provided an update on AB1788.

General Manager Ana Ruiz briefed the Directors on the meeting she attended with the Peninsula Working Group and her upcoming meeting with San Jose Water Company.

Executive Assistant/Deputy District Clerk Maria Soria reminded the Directors to turn in their annual Form 470 by July 31.

C. Director Reports

The Board members submitted their compensatory reports.

Director Hassett reported he and Director Siemens attended the July 9 Public Information meeting on Highway 17 Regional Trail Connections Study, which was positive and well attended. Director Hassett reported he attended the first Contractor Outreach event that was held at the District office and is pleased the District is partnering with the City of Half Moon Bay and is appreciate of staff efforts on these events. Lastly, Director Hassett reported he attended the June 27 Public Information Workshop held at the District office regarding the Bear Creek Stables Plan.

Director Riffle announced he, and Directors Kishimoto and Hassett will be requesting a meeting with the Mayor and Vice Mayor of Portola Valley in regards to the Hawthorns Mansion and potentially the Whites to discuss the Whites' proposal. Director Riffle commented that this is an informational meeting and no actions will be taken. Once the meeting has occurred, Director Riffle will report to the Board.

ADJOURNMENT

President Siemens adjourned the regular meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 9:10 p.m.

Maria Soria, CMC
Executive Assistant/Deputy District Clerk