



Midpeninsula Regional  
Open Space District

## LEGISLATIVE, FUNDING AND PUBLIC AFFAIRS COMMITTEE

R-15-96  
July 1, 2015

### AGENDA ITEM 2

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Commemorative Site and Trail Re-Naming for Herb Grench at Windy Hill Open Space Preserve

#### GENERAL MANAGER'S RECOMMENDATIONS

A handwritten signature in black ink, appearing to read "S. Abbors".

Forward to the full Board of Directors a recommendation to name a knoll, install a commemorative seating area and dedicate a trail at Windy Hill Open Space Preserve in honor of Herb Grench, the Midpeninsula Regional Open Space District's (District) first General Manager.

#### SUMMARY AND DISCUSSION

In 1973, not long after the formation of the District, Herb Grench became its first General Manager. Mr. Grench was a former Lockheed manager, Palo Alto Planning Commission member, and a leader in the local Audubon Society and with Committee for Green Foothills prior to serving as the District's first General Manager.

Mr. Grench established the District's headquarters, developed a basic policy and Master Plan, collected a modest property tax, hired staff, and began buying land for open space within just a few years. Under his tenure as the District's General Manager, he preserved 20,000 acres of open space and opened eight regional preserves. In a former newsletter article, Mr. Grench stated that aside from preserving open land, his greatest accomplishment while at the District was conceiving the Peninsula Open Space Trust (POST) in 1977 which, since that time, has been instrumental in not only saving over 70,000 acres of land, but also in building important public, political, and landowner support for open space protection.

In a May 2015 discussion with current General Manager Steve Abbors and Board Member and LFPAC Chair Nonette Hanko, Mr. Grench indicated that the view overlooking Palo Alto from Windy Hill Open Space Preserve is one of his favorite District viewpoints.

Because of Mr. Grench's involvement in the creation of POST, Windy Hill is a fitting location for a dedicated bench and trail. This preserve was the first joint project between the District and POST, and the preserve's popularity is a testament to the work and vision of this former General Manager.

From the Board Policy 5.01 *Site Naming and Special Recognition*, the LFPAC will discuss this special recognition.

### 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.

Staff from the public affairs, operations and planning departments recently toured the property looking for an appropriate location. They identified a grassy knoll approximately 0.5 miles from the Upper Windy Hill parking lot with a beautiful 360 degree view (see Attachment 1). A segment of the current Anniversary Trail leads to a short splinter trail to the knoll. It is recommended that the knoll be named in Mr. Grench's honor and that a seating area or several benches be installed to capture the 360 degree view. Staff also recommends that the Anniversary Trail, with approval from POST, be renamed the Herb Grench/Anniversary Trail and that an honorary dedication ceremony occur in the Fall of 2015 in partnership with POST.

### FISCAL IMPACT

The material and installation cost of the recommended actions will be approximately \$14,500 for a standard District bench. This item will be paid for from the Public Affairs and Operations budgets.

- Cost of purchasing the bench: \$5,500 in materials
- Cost of assembling and installing the bench: \$3,500
- Cost of purchasing the plaque: \$1000
- Cost of holding an event: approximately \$4,500; depending on size of event, may need to hire shuttle to transport guests due to limited parking.
- Cost of changing the name on the District's maps: No extra cost will be incurred because the District will continue to use the existing maps until they run out. The new knoll and trail name will be shown on maps as they get reprinted over time.

### 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. The trail re-naming is not a project subject to the California Environmental Quality Act.

### NEXT STEPS

If the LFPAC confirms the General Manager's recommendation, staff will prepare it for a future Board of Directors meeting for approval.

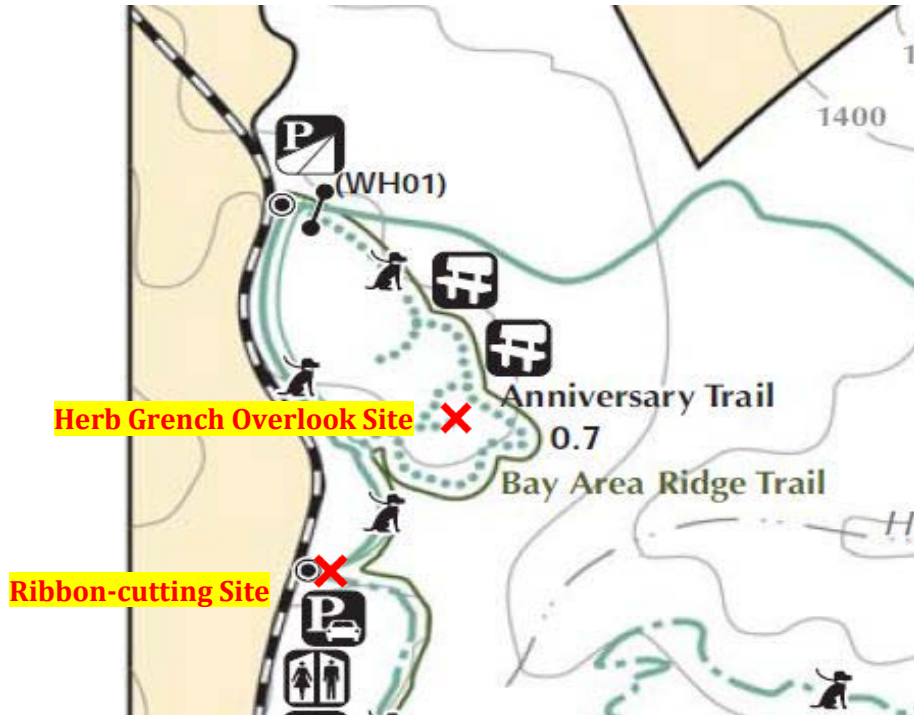
#### Attachments

1. Site map and photos
2. Board Policy 5.01 *Site Naming, Gift and Special Recognition*

Responsible Department Head:  
Ana Ruiz, Assistant General Manager

Prepared by:  
Shelly Lewis, Public Affairs Manager

### Herb Grench Commemorative Knoll





Herb Grench Knoll with bench looking north (toward Palo Alto/Menlo Park)



Sign of Anniversary Trail  
(New sign to be created referring to Herb Grench/Anniversary Trail name)





View from Herb Grench knoll looking south



View from Herb Grench knoll looking east

Board Policy Manual

<b>Site Naming, Gift, and Special Recognition</b>	<b>Policy 5.01 Chapter 5 – Historical/Cultural</b>
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.