

San Bruno Mountain Habitat Conservation Plan Trustees
Meeting Minutes
April 24, 2014

The meeting convened at 2:00 p.m. in County Public Works Conference Room, 555 County Center, Redwood City

TRUSTEES PRESENT: John Maltbie, Clay Holstine, and Mike Futrell

STAFF PRESENT: Sam Herzberg, Nirit Erickson, Mark Rogers, Ramona Arechiga

OTHERS: Ken McIntire

1. Oral Communications

There were no Oral Communications. Park Planner Herzberg introduced the Trustees to County Parks new Natural Resource Manager Ramona Arechiga who will become more involved in the HCP administration.

2. Consideration of Minutes of the December 19, 2013 Meeting

Action: The Meeting Minutes were unanimously approved.

Motion carried 3-0.

3. Update on Audit Recommendations for FYs' 2005/06 and 2008/09

Mr. Herzberg gave an update on follow up on the audit recommendations and indicated: 1) all of the audit's recommended movement of funds have been made, and 2) staff is tracking and accounting for HCP Trust Funds to be spent on Terrabay parcels as the anticipated restoration funds as part of the dedication of lands had been accidentally placed in the Trust Fund.

4. Review and Approve Proposed audit to be Conducted by JJACPA for FYS 2009/10-2012/13

Mr. Herzberg indicated that: 1) an RFP was solicited for auditing services to 28 potential contractors, 2) 8 proposals were received ranging from \$35,874 to \$6,000, 3) three consultants were interviewed, and 4) JJACPA was chose and recommended. Their cost for the four year audit was \$6,000 and they pledged to do the current Fiscal Year 2013-14 for \$1,500 after the four year audit was complete. The HCP Trustees unanimously approved the 2009/10-2012/13 audit to be performed by JJACPA.

5. Review and Approve Proposed Scope of Work by Creekside Science to Assess the Past 30 Years of Habitat Management Associated with the San Bruno Mountain Habitat Conservation Plan.

Mr. Herzberg indicated that: 1) an RFP was solicited to 13 potential contractors, 2) 1 proposal was received from Creekside Science for Earth Observation at a cost of \$39,800 3) the SBM HCP TAC interviewed Creekside Science for Earth Observation at its March 20, 2014 and unanimously recommended they be hired to the HCP Trustees. Trustee Futrell moved Creekside Science be hired to perform the 30 year assessment and Trustee Holstine seconded the motion. The HCP Trustees unanimously approved the contract with Creekside Science for Earth Observation from the HCP Trust Fund. The Trustees asked that a Five Year Projection be performed for the Trust Fund and Endowment Fund, so they could assess future revenue.

6. Review Recommendations to Eliminate Required Planning Assistance Fees for Private and Public Property Owners to Use TRA Environmental Services for Biological Review.

Mr. Herzberg indicated that at one point TRA served as the Habitat Manager for the SBM HCP, and in order to prevent a conflict of interest with developers the Trustees required that for use of TRA's biological consulting services that any developers wanted to use they would need to set up an account with County Parks to serve as a "firewall" to avoid conflict of interest and County Parks would charge the client 150% of the TRA bill. Because the San Mateo County Parks Department currently serves as the Habitat Manager and most of the development anticipated in the HCP has already occurred TRA Environmental Services requested that the 150% surcharge be dropped so as not to prejudice property owners from using TRA services. Trustees Holstine made the motion to drop the 150% surcharge for Planning Assistance and Trustee Futrell seconded the motion. The HCP Trustees unanimously voted to rescind the 150% surcharge for TRA Environmental Services.

According to Mr. Herzberg TRA Environmental suggested that in the future the HCP Trustees consider charging for SBM HCP Site Activity reviews to private property owners and utilities. The HCP Trustees agreed and staff will bring back a proposal for future consideration.

7. Update on Priority Conservation Areas (PCAs)

Mr. Herzberg indicated background on PCAs was provided in the Trustees agenda packet, but in June 2014 the Association of Bay Area Governments (ABAG) will reopen their designation process. As a result of discussing the potential designation of San Bruno Mountain as a PCA ABAG staff were very positive and encouraging that an application be submitted because of San Bruno Mountain's regional significance and regional trail access to it. It is helpful to note that 1) adoption of a PCA does not change the zoning, general plan, or other land use designations of the geographic area encompassed by the PCA, and 2) local jurisdictions retain full land use control

over designated PCAs, and 3) designation of San Bruno Mountain as a regional priority conservation area under ABAG's FOCUS program would open grant funding opportunities for future conservation, restoration, and recreational projects dedicated to the preservation of the region. He also indicated that the 2001 Draft San Bruno Mountain State and County Park Master Plan did not complete its HCP amendment because it was separated from the Northeast Ridge 5th HCP Amendment, and still needs to be completed. The Master Plan integrated the park infrastructure, resource management, and park management goals in sync with the HCP. The Master Plan identified a number of trails to be constructed from developments approved by the HCP in Brisbane, Daly City and South San Francisco into the park as well as regional trail connections to the Bay Area Ridge Trail and San Francisco Bay Trail.

Ken McIntyre indicated that San Bruno Mountain Watch is taking the lead on PCA designation in coordination with County staff, and that while the PCA designation effort is separate from the Habitat Conservation Plan it is complimentary to many of its goals. A Draft Resolution will be circulated for the next Trustees meeting for individual jurisdictions adoption.

8. Next Meeting

The next Trustees meeting will be scheduled for late June 2014 to adopt the SBM HCP Technical Advisory Committee recommended scopes of work for TRA Environmental Services and West Coast Wildlands for FY 2014-15.