

**San Bruno Mountain Habitat Conservation Plan (HCP) Trustees
Meeting Minutes
July 28, 2014**

The meeting convened at 2:00 p.m. in the County Manager's Conference Room, 400 County Center, Redwood City

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

STAFF PRESENT: Peggy Jensen, Sam Herzberg, Ramona Arechiga, Nirit Erickson, Mark Rogers, and Mike Forbert

OTHERS: Ken McIntire

1. Oral Communications

The North American Butterfly Association Annual County took place July 18, 2014. Callippe butterflies were observed earlier than normal, but were no fewer in number than prior years.

2. Consideration of Minutes of the April 24, 2014 Meeting

The Minutes were corrected to reflect Nirit Erickson was present from County Counsel's Office and not John Nibbelin. Also it was confirmed Mike Forbert and Autumn Meisel were not present at the April 24, 2014 meeting.

Action: The Meeting Minutes were unanimously approved as corrected.

Motion carried 4-0.

3. Reviewed Proposed Budget for FY 2014-15

Mr. Herzberg clarified that the current budget saw increases in revenue into the Trust Fund from the County's settlement with Lehman Brothers (\$2,596.13), and a contribution from PG&E as required by US Fish and Wildlife Service as a result of their valve lot project in Tank Ravine (\$6,930.00). Both additional revenue sources were unrestricted.

The HCP Audit for FYs 2009-10, 2010-11, 2011-2, and 2012-13 was funded in the amount of \$6,000.00 and underway and an additional \$1,500.00 was anticipated for FY 2013-14.

Action: The budget was unanimously approved.

4. Review HCP Endowment Fund

The Endowment Fund's balance was \$2,566,573.94. Due to low interest rates only \$1,181.71 was generated. Clay Holstine indicated the Toll Brother's NE Ridge development was being completed and the remaining endowment funds totaling \$4,000,000 was anticipated by the end of FY 2014-15.

Action: The HCP Trustees unanimously approved leaving the HCP Endowment interest in the HCP Endowment Trust Fund.

5. Review and approve scope of work for TRA Environmental Sciences Biological Monitoring for FY 2014-15

Mr. Herzberg indicated that the Technical Advisory Committee (TAC) had reviewed and approved the proposed scope of work.

Mr. Herzberg also indicated the TRA Environmental Sciences had requested that the HCP Trustees discontinue to requirements for Planning Assistance to go through the County who charges a 150% surcharge on top of TRA's bills for biological services to developers and utility companies. TRA argued that given the limited development remaining it gave an unfair advantage to biologists with less experience on San Bruno Mountain.

Action: The HCP Trustees unanimously approved TRA's proposed scope of work in the amount of \$33,250.00.

The HCP Trustees agreed to discontinue the requirement that developers and utilities must go through the County to use TRA Environmental Sciences biological services, and discontinue charging 150% of TRA's invoices under the title of HCP Planning Assistance.

6. Review and approve scope of work for West Coast Wildlands Vegetation Management for FY 2014-15

Mr. Herzberg indicated that the Technical Advisory Committee (TAC) had reviewed, made modifications, and approved the proposed scope of work in the amount of \$99,655 and recommended the optional task of \$6,930.00 in additional revenue from PG&E associated with the approved valve lot project.

Action: The HCP Trustees unanimously approved West Coast Wildlands proposed scope of work in the total amount of \$106,585.00.

7. Review amount spent on Terrabay Parcels Restoration Efforts to Date

Mr. Herzberg indicated that funds for restoration of three Terrabay parcels of dedicated lands to the County were supposed to be budgeted separately from the HCP, but were mistakenly merged into the Trust Fund. A recommendation from the County Controller, who conducted the prior 4 year audit, recommended that a separate spreadsheet should be kept to account for restoration efforts on the dedicated lands totaling

\$158,138.00. From FY 08/09 to FY 13/14 a total of \$15,000 had been spent. West Coast Wildlands budget included \$19,952.50 to restore the three parcels during FY14/15, which the HCP Trustees had just approved. \$118,185.50 was remaining to be spent on restoration of these parcels.

Action: The HCP Trustees unanimously accepted the spreadsheet on funds spent on the three Terrabay parcels to date.

8. Update on Priority Conservation Areas (PCAs)

Mr. Herzberg provided some background on the Priority Conservation Program, and indicated the application period window had started and was due by May 30, 2015. Ken McIntyre from San Bruno Mountain Watch indicated that they would be working with local jurisdictions surrounding San Bruno Mountain to define any lands beyond the State and County Park to be included into a San Bruno Mountain Priority Conservation Area for future grant purposes.

9. Next Meeting

The next Trustees meeting will be scheduled when the 30 Year Assessment and four year audit is completed by JJACPA, which was anticipated before the end of FY 2014-15.