

DRAFT MINUTES
Regular Meeting
Meeting 22-01
January 13, 2022



DRAFT MINUTES

CALL TO ORDER / ROLL CALL

Chair Calvin Gill called the meeting of the Santa Clara Valley Open Space Authority (Authority) to order at 6:30 PM via Zoom teleconference.

Members Present Ms. Guerra performed Roll Call:
Alex Kennett, Mike Flaughter, Helen Chapman, Mike Potter, Calvin Gill were present for roll call.

Members Absent Dorsey Moore

Staff Present General Manager Andrea Mackenzie
Assistant General Manager Matt Freeman
Assistant General Manager Lea Rauscher
External Affairs Manager Marc Landgraf
Human Resources Officer Elizabeth Loretto
Real Property Program Manager Linda Kwong
Community Impact and Policy Specialist Lena Eyen
Resource Management Program Manager Galli Basson
Natural Resource Technician David Mauk

Clerk of the Board Kellie Guerra
Deputy Clerk of the Board Caroline Hernandez

Legal Counsel William Parkin

NEW BUSINESS

- 1 Adopt Resolution 22-01 Proclaiming A Local Emergency, Re-ratifying the Proclamation of a State of Emergency Issued on March 04, 2020 by Governor Gavin Newsom, and Re-authorizing Remote Teleconference Meetings of the Legislative Bodies of the Santa Clara Valley Open Space Authority for the Period January 13 Through February 12, 2022, Pursuant to Brown Act Provisions**

Clerk of the Board Kellie Guerra presented the item.

Director Gill called for a motion. Director Kennett moved to adopt the Resolution. Director Chapman seconded the motion.

The motion passed.

(**Vote:** 5-0-0. **Ayes:** Alex Kennett, Mike Flaughner, Helen Chapman, Mike Potter, Calvin Gill. **Noes:** None. **Abstention:** None.)

Director Gill called for a motion. Director Potter moved to approve the Consent Items 1 through 3. Director Chapman seconded the motion.

The motion passed.

(**Vote:** 5-0-0. **Ayes:** Alex Kennett, Mike Flaughner, Helen Chapman, Mike Potter, Calvin Gill. **Noes:** None. **Abstention:** None.)

2 Election of Board Officers, Chairperson and Vice Chairperson for 2022

Legal Counsel William Parkin presented the item.

Director Gill opened the floor to nominations. Director Kennett nominated Director Gill as Chairperson for 2022.

The motion passed.

(**Vote:** 5-0-0. **Ayes:** Alex Kennett, Mike Flaughner, Helen Chapman, Mike Potter, Calvin Gill. **Noes:** None. **Abstention:** None.)

Director Gill called for a nomination for Vice Chairperson. Director Kennett nominated Director Chapman as Vice Chairperson for 2022.

The motion passed.

(**Vote:** 5-0-0. **Ayes:** Alex Kennett, Mike Flaughner, Helen Chapman, Mike Potter, Calvin Gill. **Noes:** None. **Abstention:** None.)

3 Authorize the General Manager/an Assistant General Manager to Negotiate with Property Owner/Representative Peninsula Open Space Trust for Assessor's Parcel Numbers 712-19-006, -007

Real Property Program Manager Linda Kwong stated there was no presentation.

Director Gill called for a motion. Director Potter moved to approve the item. Director Kennett seconded the motion.

The motion passed.

(**Vote:** 5-0-0. **Ayes:** Alex Kennett, Mike Flaughner, Helen Chapman, Mike Potter, Calvin Gill. **Noes:** None. **Abstention:** None.)

4 Authorize the General Manager/an Assistant General Manager to Negotiate with Property Owner/Representative WP Investments, LLC and San Kong Leong for Assessor's Parcel Number 712-04-081

Real Property Program Manager Linda Kwong stated there was no presentation.

Director Gill called for a motion. Director Potter moved to approve the item. Director Flaughner seconded the motion.

The motion passed.

(**Vote:** 5-0-0. **Ayes:** Alex Kennett, Mike Flaughner, Helen Chapman, Mike Potter, Calvin Gill. **Noes:** None. **Abstention:** None.)

ANNOUNCEMENT

Director Gill made an announcement regarding Closed Session; three items regarding real property negotiations as listed on the agenda.

The Directors convened to Closed Session at 6:42 PM.

CONVENE TO CLOSED SESSION

- 1 Conference with Real Property Negotiator – Government Code Section 54956.8
Agency Negotiator: Andrea Mackenzie, General Manager / Matt Freeman, Assistant General Manager
Under Negotiations: Instructions to negotiator will concern price and terms of payment
Real Property: APNs: 712-19-006, -007
Negotiating Parties: Peninsula Open Space Trust
- 2 Conference with Real Property Negotiator – Government Code Section 54956.8
Agency Negotiator: Andrea Mackenzie, General Manager / Matt Freeman, Assistant General Manager
Under Negotiations: Instructions to negotiator will concern price and terms of payment
Real Property: APN: 712-04-081
Negotiating Parties: WP Investments, LLC and San Kong Leong
- 3 Conference with Real Property Negotiator – Government Code Section 54956.8
Agency Negotiator: Andrea Mackenzie, General Manager / Matt Freeman, Assistant General Manager
Under Negotiations: Instructions to negotiator will concern price and terms of payment
Real Property: APNs: 764-07-002, 764-07-011
Negotiating Parties: Santa Clara Valley Habitat Agency and Santa Clara County Parks and Recreation Department

REPORT FROM CLOSED SESSION

Directors returned from Closed Session at 7:16 PM. Legal Counsel William Parkin stated that there were no reportable items from Closed Session.

PUBLIC COMMENTS

Director Gill asked if there were any members of the public who wished to speak on any matter not on the agenda. There were none.

WRITTEN COMMUNICATIONS

Director Gill asked if there were any written communications. There were none.

APPROVAL OF MINUTES

- **December 9, 2021**

Director Gill called for a motion. Director Kennett moved to approve the minutes of December 09, 2021. Director Potter seconded the motion.

The motion passed.

(**Vote:** 5-0-0. **Ayes:** Alex Kennett, Mike Flaughner, Helen Chapman, Mike Potter, Calvin Gill. **Noes:** None. **Abstention:** None.)

APPROVAL OF CONSENT ITEM(S)

- C1 Informational Item: Open Space Authority Check Register and Fund Balances Ending November 30, 2021**
- C2 Approve Amendments to the Open Space Authority Policy #BRD-030 – Conflict of Interest Code**
- C3 Approve License and Management Agreement with Peninsula Open Space Trust for the Former Houret Property Assessor's Parcel Numbers 712-19-006, -007**

Director Gill called for a motion. Director Potter moved to approve the Consent Calendar. Director Chapman seconded the motion.

The motion passed.

(**Vote:** 5-0-0. **Ayes:** Alex Kennett, Mike Flaughner, Helen Chapman, Mike Potter, Calvin Gill. **Noes:** None. **Abstention:** None.)

NEW BUSINESS (continued)

- 5 Approve Resolution 22-06 Acknowledging Midpeninsula Regional Open Space District's 50th Year Anniversary**

General Manager Andrea Mackenzie presented the item. Board President of the Midpeninsula Regional Open Space District Curt Riffle accepted the Resolution on behalf of the agency.

Director Gill called for a motion. Director Kennett moved to approve Resolution 22-06 Acknowledging Midpeninsula Regional Open Space District's 50th Anniversary. Director Flaughner seconded the motion.

The motion passed.

(**Vote:** 5-0-0. **Ayes:** Alex Kennett, Mike Flaughner, Helen Chapman, Mike Potter, Calvin Gill. **Noes:** None. **Abstention:** None.)

- 6 Award Contract to ADP, Inc. for Human Resources Information System**

Human Resources Officer Elizabeth Loretto presented the item.

Director Gill called for a motion. Director Chapman moved to approve. Director Kennett seconded the motion.

The motion passed.

(**Vote:** 5-0-0. **Ayes:** Alex Kennett, Mike Flaughner, Helen Chapman, Mike Potter, Calvin Gill. **Noes:** None. **Abstention:** None.)

- 7 Informational Item: Resource Management Program Update**

Resource Conservation Program Manager Galli Basson and Natural Resources Technician David Mauk presented the item.

8 Repeal Ordinance 96-1 - Board Operating Rules and Procedures and Adopt as a New Policy with Updates and Amendments

Clerk of the Board Kellie Guerra presented the item.

Director Gill called for a motion. Director Kennett moved to Adopt Ordinance 22-01 Repealing Ordinance 96-1. Director Flaughner seconded the motion.

The motion passed.

(**Vote:** 5-0-0. **Ayes:** Alex Kennett, Mike Flaughner, Helen Chapman, Mike Potter, Calvin Gill. **Noes:** None. **Abstention:** None.)

Director Gill called for a motion. Director Chapman moved to Approve Readopting the Board Operating Rules and Procedures as a New Policy with Amendments. Director Kennett seconded the motion.

The motion passed.

(**Vote:** 5-0-0. **Ayes:** Alex Kennett, Mike Flaughner, Helen Chapman, Mike Potter, Calvin Gill. **Noes:** None. **Abstention:** None.)

COMMITTEE MEETING SUMMARIES -- NONE

INFORMATIONAL REPORTS

- General Manager -- Presented
- Staff -- Presented
- Legal Counsel -- Presented
- Board Member Reports, Liaison Updates & Comments -- Presented

ADJOURNMENT

Dr. Gill adjourned the meeting at 8:30 PM.

Respectfully submitted by Kellie Guerra
Clerk of the Board