

**San Bruno Mountain Habitat Conservation Plan (HCP) Trustees  
Meeting Minutes  
December 12, 2019**

The meeting convened at 8:45 a.m. in the County Manager's Conference Room, 400 County Center, 1<sup>st</sup> Floor, Redwood City

**TRUSTEES PRESENT:** Mike Callagy, Shawna Maltbie, Mike Futrell, Clay Holstine

**STAFF PRESENT:** Hannah Ormshaw, Rolando Jorquera, Austin Lam, Sean Correa, and Brett Jones (consultant)

**1. Oral Communications**

There were none.

**2. Consideration of Minutes August 10, 2018 Meeting**

Action: M/S S. Maltbie/Holstine to approve the September 10, 2018 meeting minutes.

Motion carried 3-0.

**3. Report Backs**

**a. Dedication Status Updates:**

North East Ridge parcels:

- Toll brothers did reach out to City of Brisbane to release the bond.
- Not all requirements were met to release the bond.
- One condition from the city of Brisbane was the requirement of a trailhead from the parcel. This will be needed in order to finalize the acquisition of the parcel.

Meeting with Brisbane planning staff to work with the dedication. City of Brisbane, county and the Toll Brothers – have had a long period of time without communication. We will start communicating with them soon. Still need to decide after the advice from council how to proceed with acquiring that land. Hannah will send email to trustees upon any update about the release of the parcels from the Toll Brothers.

No action required for this update.

**4. Review and Approval of the SBM HCP Budget**

**a. Review and Approve Audit of SBM HCP Trust Fund for FY 2016-17**

Independent auditor gave a clean opinion of the audit – best rating of an audit possible. The auditor expressed no concerns with the handling of the HCP Trust Fund.

Comments:

The audit was completed late for 2018 – function of not starting in time which is why it was late

To prevent this from happening in 2019 the independent auditor is planned for starting the 2018-2019 fiscal year audit in March 2020.

Balance of the fund:

Around 1 million fund balance this year, healthier than most years according to financial records.

Action: Motion/Second Futrell/ S. Maltbie

Motion carried 3-0.

**5. Review of planned expenditures for Habitat Conservation Activities within the San Bruno Mountain Habitat Conservation Plan area.\***

Ms. Arechiga described the proposed planned expenditures for the next two years.

FY17-18 and FY18-19 to include the following:

- a. Vegetation management of conserved habitat (\$150,000 annually)
- b. Funds to support grazing research to support future pilot project (\$20,000
- c. annually);
- d. Monitoring Support (\$15,000 annually);
- e. Emergency Fund (\$15,000 annually);
- f. Other (\$5,140 FY 2017-18);
- g. Terrabay Parcels 1,2, and 6 work (\$87,395 FY 2017-18)
- h. McKesson Parcels (\$100,000; \$80,000)

Vegetation management of habitat budget about \$150,000 annually. County Parks has have active contractors and anticipate that we will meet that \$150,000 expenditure for habitat management this year, which hasn't been done in the past few years. This work is habitat enhancement work

Monitoring support \$15,000 annually

Emergency fund budgeted \$15,000 annually

For use in the event there is a fire to budget some money to do follow up work so that the burn area will be able to support crew days of work. Only about 8 acres so there will be a few crew days to support the effort

Grazing program support usually has \$20,000 each year set aside. This year we have more because we are picking up the pace on this. Funds will go toward a biological assessment, grassland productivity assessment to determine cattle food source, consult with rangeland expert, infrastructure, fencing. The pilot program is still in preparation,

our goal is to bring cattle in during 2021. 2018 cost of \$3,000 for grazing – implemented for planning phase

There is \$20,000 line item for “Other Contract” with Creekside science to do scientific analysis of or butterfly data, our current data doesn’t adequately assess long term trends, our new contractor will be able to do analysis for long run

PGE mitigation money provided to do restoration on their behalf

Parcels 1 2 and 6 – are areas of San Bruno Mountain that are planned for work this year. No work was done in these parcels in 2018. There are still issues to address in that area. Partially our contracts we had allocated our efforts via our contractors on different areas and part of our prioritization for areas we want to treat was not treated there. The city of South San Francisco would like their arborist and associated team to meet with San Mateo County Parks Natural Resources staff to walk those areas and address what work can be accomplished there.

Current balance of about \$752,000 in the HCP trust fund and about \$4,300,000 in endowment fund.

## **6. Review and Approval of 2019-2020 Budget**

Action: M/S S. Maltbie/Holstine to approve Budget

Motion carried: 3-0

## **7. Review of 2017-18 Annual Report Highlights**

Conducted annual Mission blue butterfly monitoring (do every odd year). 157 adults observed this year

Habitat enhancement work for the butterflies has been occurring including work like removing scrub form grasslands, reintroducing bay checkerspot butterflies, and volunteer restoration activities some by county parks and some by South San Francisco weed warriors and San Bruno mountain watch

Annual field tour in May this year, 20 USFWS staff turned out and go over efforts for the mountain.

Upcoming in 2020

San Bruno elfin and callipe silverspot butterfly monitoring

Ongoing habitat enhancement efforts

Grazing pilot program surveys and planning

Pending dedication of northeast ridge parcels

Will be repaving of parking lot and road to secondary parking lot

Fuel reduction to remove gorse and eucalyptus abutting homeowners

Story book trail hike, San Bruno mountain watch is going to improve the historical botanic garden with a new trail that tells the story of the vegetation communities

## **8. Review of Upcoming Meetings**

Grazing TAC meeting will be in February or March in order to meet our timeline and goal for planning and implementation

Natural Resource coordination meetings, quarterly throughout the year to talk about natural resources

March 2020 annual field tour

August 2020 HCP board of trustees meeting – explore meeting change, potentially in Brisbane -Might make it public and have the public come.

Mr. Callagy asked if anyone had any questions or conflicts. None were raised.

Mr. Callagy closed the meeting.