

SAN BRUNO MOUNTAIN HABITAT CONSERVATION PLAN TRUST

Trustees

Mike Callagy, County Manager – County of San Mateo
Clay Holstine, City Manager – City of Brisbane
Shawna Maltbie, City Manager – City of Daly City
Mike Futrell, City Manager – City of South San Francisco

Date: Monday, June 7, 2021

Time: 4:00 pm to 5:00 pm

Place: Zoom Online Conference Call

<https://us02web.zoom.us/j/81533312784>

Meeting Agenda

Roll Call

Public Comment

The June 7, 2021 San Bruno Mountain Board of Trustees Meeting may be accessed through Zoom online at <https://us02web.zoom.us/j/81533312784>. The meeting ID is: 815 3331 2784. The meeting may also be accessed via telephone by dialing 1-669-900-6833, (Local). Enter the meeting ID: 815 3331 2784, then press #.

Written public comments may be emailed to hormshaw@smcgov.org and should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda or is on the consent agenda.

Spoken public comments will also be accepted during the meeting through Zoom.

Please see instructions for written and spoken public comments at the end of this agenda.

Action to Set the Agenda and Approve the Consent Agenda Items

Regular Agenda

1. Report Backs
 - a. Dedication Status Updates
 - b. Status of Expenditures for Maintenance Work for Parcels 1,2 & 6 – South San Francisco
 - c. Updates on Grant Awards from the State Coastal Conservancy & Metropolitan Transportation Commission, and the United States Fish and Wildlife Service

2. Approve the San Bruno Mountain HCP Budget
 - a. Review and Update Planned Expenditures for Habitat Conservation Activities within the San Bruno Mountain Habitat Conservation Plan area for FY 2021-22

3. Review of 2020-21 Annual Activities Highlights **

4. Upcoming & Recent Meetings
 - a. Grazing Technical Advisory Committee
 - b. Natural Resource Coordination – Quarterly
 - c. Trustees Meeting – May 2022

Consent Agenda

1. Approve November 30, 2020 Meeting Minutes

2. Review and Approval of Annual Audit of SBM HCP Trust Fund for FY 2019-20

**PowerPoint presentation

Written Comments:

Written public comments may be emailed in advance of the meeting. Please read the following instructions carefully:

1. Your written comment should be emailed to hormshaw@smcgov.org
2. Your email should include the specific agenda item on which you are commenting or note that your comment concerns an item that is not on the agenda or is on the consent agenda.
3. Members of the public are limited to one comment per agenda item.
4. The length of the emailed comment should be commensurate with the two minutes customarily allowed for verbal comments, which is approximately 250-300 words.
5. If your emailed comment is received at least 24 hours prior to the meeting, it will be provided to the San Bruno Mountain Habitat Conservation Plan Board of Trustees members and made publicly available on the Parks Department website along with the agenda. We cannot guarantee that e-mails received less than 24 hours before the meeting will be read during the meeting, but such emails will still be included in the administrative record of the meeting.

*Spoken Comments:

Spoken public comments will be accepted during the meeting through Zoom. Please read the following instructions carefully:

1. The June 7, 2021 San Bruno Mountain Habitat Conservation Plan Board of Trustees meeting may be accessed through Zoom online at <https://us02web.zoom.us/j/81533312784>. The meeting ID is: 815 3331 2784. The meeting may also be accessed via telephone by dialing 1-669-900-6833, (Local). Enter the meeting ID: 815 3331 2784, then press #.
2. You may download the Zoom client or connect to the meeting using an internet browser. If using your browser, make sure you are using a current,

up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.

3. You will be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you that it is your turn to speak.
4. When the meeting facilitator calls for the item on which you wish to speak, click on “raise hand.” The will call on you to unmute speakers in turn. Speakers will be notified shortly before they are called to speak.
5. When called, please limit your remarks to the time limit allotted.



COUNTY OF SAN MATEO
Parks Department



DATE: June 7, 2021

TO: San Bruno Mountain Habitat Conservation Plan Board of Trustees
FROM: Hannah Ormshaw, Habitat Manager for San Bruno Mountain Habitat Conservation Plan
SUBJECT: Report Back to SBMHCP Board of Trustees on the Status of Various Projects

OVERVIEW

This is an informational item to discuss the following San Bruno Mountain Habitat Conservation Plan ("SBMHCP") matters and concerns:

- a. Dedication Status Updates
- b. Status of Expenditures for Maintenance Work for Parcels 1,2 & 6 – South San Francisco
- c. Updates on Grant Awards from the California State Coastal Conservancy & Metropolitan Transportation Commission and from the U.S. Fish and Wildlife Service

BACKGROUND:

The SBMHCP Board of Trustees discussed the above-listed matters during its May 7, 2020 and November 30, 2020 meetings. This report is intended to update and inform the Board on the status of these items, including what has occurred since the Board's last meeting.

DISCUSSION:

- a. Dedication Status Updates

In recent months, City of Brisbane staff have facilitated communications and negotiations with Toll Brothers to finalize an agreement which satisfies the Standards

for Acceptance of Any Dedicated Lands by the County of San Mateo, in accordance with the SBMHCP.

Toll Brothers has agreed to provide funding in the amount of \$127,500 to complete the remainder of the necessary habitat restoration work as well as to address neglected management during the past 5 years while the dedication process was pending. It is agreed that the County of San Mateo Parks Department (“County Parks”) will oversee and manage use of these funds for habitat restoration. The parties have further agreed that this satisfies the requirement for the site meeting the conditions of minimal maintenance as outlined in the standards for accepting dedications.

The City of Brisbane and the County of San Mateo are currently working with Toll Brothers to obtain a title report for the parcels.

b. Status of Expenditures for Maintenance Work for Parcels 1,2 & 6 – South San Francisco

There is a current balance of \$24,216 which remains for habitat maintenance work for parcels 1, 2, and 6, located within the boundaries of the City of South San Francisco. The primary target for utilizing these funds has been fennel control, since this invasive species is prevalent across the parcels and negatively impacts butterfly habitat and grasslands located therein.

Although County Parks procured contractors to perform fennel control in the spring of 2020, this work could not be completed because weather conditions—and specifically high winds—did not allow for effective and safe chemical treatment of fennel. County Parks has not yet coordinated specific dates for this work to be completed in 2021, but hopes to be able to have this fennel control performed in late spring or early summer 2021 when seasonal timing for high efficacy is most appropriate. If conditions improve, we may yet assign contractors to this task in 2021, however the seasonal timing for high efficacy is most appropriate in spring or early summer.

c. Updates on Grant Awards from the State Coastal Conservancy & Metropolitan Transportation Commission, and the United States Fish and Wildlife Service

At its November 2020 meeting, this Board authorized the SBMHCP to accept grant funding in the amount of \$137,900 from the California State Coastal Conservancy and the Metropolitan Transportation Commission, including by allocating required matching funds from the HCP’s Unrestricted Fund Balance. Also in 2020, the U.S. Fish and Wildlife Service (“USFWS”) awarded a \$20,000 grant for a restoration project for the federally-endangered San Francisco lessingia.

County Parks is currently in coordination with the Metropolitan Transportation Commission (“MTC”) to finalize a supplement agreement to the current Master Funding Agreement between the MTC and San Mateo County, which runs through FY 2029-30. The supplemental agreement would outline the grant award for the San Bruno

Mountain Habitat Conservation Plan Grazing Pilot Program for \$137,900 and will be provided to County Manager Mike Callagy for execution.

Also at its November 2020 meeting, this Board accepted a \$20,000 grant from the U.S. Fish and Wildlife Service (“USFWS”) for a restoration project for the federally-endangered San Francisco lessingia. County Parks has an active contract with San Bruno Mountain Watch to implement this project, and work is already underway. It is anticipated that the majority of the project work will occur through FY2021-22.



COUNTY OF SAN MATEO
Parks Department



DATE: June 7th, 2021

TO: San Bruno Mountain Habitat Conservation Plan Board of Trustees
FROM: Hannah Ormshaw, Habitat Manager for San Bruno Mountain Habitat Conservation Plan
SUBJECT: Approve the San Bruno Mountain Habitat Conservation Plan Budget for FY 2021-22

OVERVIEW:

Approve the San Bruno Mountain Habitat Conservation Plan Budget for FY 2021-22, including by reviewing and updating planned expenditures for habitat conservation activities within the HCP area.

BACKGROUND:

The San Mateo County Parks Department acts as the responsible entity overseeing the SBMHCP budget and managing appropriate utilization of the SBMHCP trust fund revenues. The proposed budget is presented annually to the SBMHCP Board of Trustees for approval and adoption.

DISCUSSION:

See attachments to this memo for the proposed FY2021-22 SBMHCP Budget, as well as a summary document that provides an explanation of changes from the previous FY2020-21 budget.

**San Bruno Mountain
Habitat Conservation Plan**

	FY 2019-20 Approved Budget	FY 2019-20 Actuals	FY 2020-21 Approved Budget	Actuals (through 4/30/21)	FY 2021-22 Proposed Budget	Change
Revenue						
HCP Fund Interest	\$ 15,292	\$ 15,862	\$ 12,000	\$ 6,172	\$ 9,000	\$ (3,000)
Endowment Fund Interest	\$ 84,847		\$ 42,858	\$ 41,353	\$ 43,525	\$ 667
Total Interest Revenue	\$ 100,139	\$ 15,862	\$ 54,858	\$ 47,525	\$ 52,525	\$ (2,333)
Revenue From HCP Fees	\$ 234,696	\$ 201,880	\$ 234,696	\$ -	\$ 246,940	\$ 12,244
Total HCP Fees	\$ 234,696	\$ 201,880	\$ 234,696	\$ -	\$ 246,940	\$ 12,244
USFWS Grant	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000
PCA MTC Grant	\$ -	\$ -	\$ -	\$ -	\$ 72,900	\$ 72,900
Total Grant Revenue	\$ -	\$ -	\$ -	\$ -	\$ 92,900	\$ 92,900
PG&E Battery Road 59 Restoration	\$ 14,006	\$ 14,006	\$ -	\$ -	\$ -	\$ -
Toll Brothers Northeast Ridge Restoration	\$ -	\$ -	\$ -	\$ -	\$ 127,500	\$ 127,500
Total Other Revenue	\$ 14,006	\$ 14,006	\$ -	\$ -	\$ 127,500	\$ 127,500
Total Revenue	\$ 348,841	\$ 231,748	\$ 289,554	\$ 47,525	\$ 519,865	\$ 230,311
Fund Balance	\$ 1,086,351	\$ 1,086,351	\$ 991,675	\$ 830,475	\$ 756,050	\$ (235,625)
Total Available Funds	\$ 1,435,192	\$ 1,318,099	\$ 1,281,229	\$ 878,000	\$ 1,275,915	\$ (5,314)
Expenditures						
HCP Biological Monitoring Contracts	\$ 15,000	\$ 9,997	\$ 15,000	\$ 10,800	\$ 15,000	\$ -
Grazing Management HCP Trust Funds	\$ 36,375	\$ 6,414	\$ 20,000	\$ 21,757	\$ 128,000	\$ 108,000
HCP Vegetation Management Contracts	\$ 150,000	\$ 121,817	\$ 150,000	\$ 65,330	\$ 150,000	\$ -
Emergency Response Funds	\$ 15,000	\$ 10,108	\$ 15,000	\$ -	\$ 15,000	\$ -
Fuel Reduction	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ 80,000
Other Contracts	\$ 20,000	\$ 10,000		\$ 4,000	\$ 6,000	\$ 6,000
Total HCP Contracts	\$ 236,375	\$ 158,336	\$ 200,000	\$ 101,887	\$ 394,000	\$ 194,000
McKesson Property Restoration	\$ 100,000	\$ 71,280	\$ 100,000	\$ 4,485	\$ 100,000	\$ -
PG&E Battery Road 59 Restoration	\$ 6,906	\$ 6,562	\$ 3,550	\$ -	\$ 3,550	\$ (0)
USFWS SF Lessingia Restoration Grant	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000
Grazing Management PCA MTC Grant Funds	\$ -	\$ -	\$ -	\$ -	\$ 72,900	\$ 72,900
Funds for Management of parcels 1,2 & 6	\$ 48,186	\$ 23,970	\$ 48,186	\$ -	\$ -	\$ (48,186)
Toll Brothers Northeast Ridge Restoration	\$ -	\$ -	\$ -	\$ -	\$ 127,500	\$ 127,500
Total Grant/Restricted	\$ 155,092	\$ 101,812	\$ 151,736	\$ 4,485	\$ 323,950	\$ 172,214
County Staff HCP Administration	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ 20,000	\$ -
County Staff Contract Management	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	\$ 15,000	\$ -
County Staff (Administrative Support)	\$ 7,500	\$ 7,500	\$ 7,500	\$ -	\$ 7,500	\$ -
NRM Intern	\$ -	\$ -	\$ 53,918	\$ -	\$ 23,000	\$ (30,918)
Total County Support	\$ 42,500	\$ 42,500	\$ 96,418	\$ -	\$ 65,500	\$ (30,918)
Auditing Contract	\$ 4,800	\$ 3,200	\$ 1,600	\$ 1,700	\$ 1,800	\$ 200
Property Tax	\$ 1,000	\$ 20,577	\$ 1,000	\$ 13,878	\$ 21,000	\$ 20,000
Total Other Charges	\$ 5,800	\$ 23,777	\$ 2,600	\$ 15,578	\$ 22,800	\$ 20,200
Total Requirements	\$ 439,767	\$ 326,424	\$ 450,754	\$ 121,950	\$ 806,250	\$ 355,496
Year-End Fund Balance for HCP Funds	\$ 574,640	\$ 510,510	\$ 506,141	\$ 436,201	\$ 195,786	\$ (310,354)
Year-End Fund Balance for PG&E Battery Road 59 Restoration	\$ 7,100	\$ 7,445	\$ 3,550	\$ 3,550	\$ -	\$ (3,550)
Year-End Fund Balance for McKesson Property Improvements (Starting FY17/18)	\$ 420,784	\$ 449,504	\$ 320,784	\$ 316,299	\$ 216,299	\$ (104,485)
Total Year-End Fund Balance	\$ 1,002,524	\$ 991,675	\$ 830,475	\$ 756,050	\$ 412,085	\$ (418,390)

San Bruno Mountain Habitat Conservation Plan

FY 2021-22 Proposed Budget

Summary of Changes

Major differences between the FY 2020-21 Approved Budget, which the Board of Trustees approved on May 7th, 2020, and the FY 2021-22 Proposed Budget are explained below.

Total Available Funds

HCP Fund Interest

Interest revenue decreased due to lower interest rates and less cash held in the HCP fund.

Endowment Fund Interest

Interest revenue increased due more cash held in the endowment fund. This increase was partially offset by lower interest rates.

Revenue from HCP Fees

HCP fees increase annually based on economic indicators.

USFWS Grant

HCP was awarded a \$20,000 grant to complete a project to restore and enhance the San Francisco Lessingia population at the Daly City Dunes. This grant funding will be received via reimbursement for project expenditures.

PCA MTC Grant

HCP was awarded a \$137,900 grant to implement the Cattle Grazing Pilot Program. This grant funding will be received via reimbursement for project expenditures. It is anticipated that up to \$72,900 of grant funds will be reimbursed in FY2021-22

Toll Brothers Northeast Ridge Restoration

The City of Brisbane and the County of San Mateo have reached an agreement with Toll Brothers, the current property owner for the northeast ridge parcels to provide the HCP with funding in the amount of \$127,500 to complete the remainder of the parcel habitat restoration work need to accept the parcel dedication. Receipt of a check for this amount is anticipated in FY2021-22

Fund Balance

In the November 30, 2020 SBMHCP Board of Trustees meeting, it was approved by the Trustees that a portion of the Unrestricted Fund Balance would be allocated as matching funds for the Cattle Grazing Pilot Program grant award from the Metropolitan Transportation Commission,

and for special projects related to fuel reduction and fuel management in the SBMHCP area. This allocation, in addition to the actuals received as of 4/30/2021 explain the change in Year-end fund balance for FY2021-22

Total Requirements

Grazing Management HCP Trust Funds

In association with the MTC PCA grant award, the SBMCP Board of Trustees approved allocation of \$215,840 in matching funds for the project from Unrestricted Fund Balance for the SBMHCP trust fund on November 30, 2020. It is anticipated that in FY2021-22, up to \$128,000 of HCP trust funds will be expended for this project

Fuel Reduction

The SBMCP Board of Trustees approved allocation of \$100,000 for fuel reduction projects from the Unrestricted Fund Balance for the SBMHCP trust fund on November 30, 2020. It is anticipated that in FY2021-22, up to \$80,000 of HCP trust funds will be expended for these projects

Other Contracts

There is an ongoing \$6,000-dollar project to complete a thorough statistical analysis and provide a report on the historic butterfly monitoring data collected of the lifespan of the HCP. This project is being completed by Creekside Science.

USFWS SF Lessingia Restoration Grant

Work on this restoration project is underway in contract with San Bruno Mountain Watch. The total grant award is \$20,000, which will cover the entire cost of the project. It is anticipated that up to \$20,000 will be expended in FY2021-22.

Grazing Management PCA MTC Grant Funds

HCP was awarded a \$137,900 grant to implement the Cattle Grazing Pilot Program. This grant funding will be received via reimbursement for project expenditures. It is anticipated that up to \$72,900 of grant funds will be reimbursed in FY2021-22

Funds for Management of parcels 1,2 & 6

Due to poor weather conditions in the Spring of 2021 (frequent high winds), HCP County Parks has not been able to coordinate contractors to perform fennel control in these parcels. This work will be rescheduled for the Spring of 2022 as conditions allow

Toll Brothers Northeast Ridge Restoration

The City of Brisbane and San Mateo County Parks have reached an agreement with Toll Brothers, the current property owner for the northeast ridge parcels, to provide HCP with funding

in the amount of \$127,500 to complete the remainder of the parcel habitat restoration work need to accept the parcel dedication. Receipt of a check for this amount is anticipated in FY2021-22. This work in entirety is anticipated to be completed in FY2021-22, in advance of the cattle grazing pilot.

NRM Intern

This cost reflects hiring one intern position for a 6-month duration in FY2021-22 to assist with butterfly and habitat monitoring within the SBMHCP area.

Auditing Contract

Based on the contract executed with JJACP, Inc. in FY2020-21, auditing services are anticipated to cost \$1,800 for FY2021-22

Property Tax

A large portion of the property taxes for the San Bruno Mountain HCP were mistakenly paid by another department.

San Bruno Mountain Habitat Conservation Plan Trust Meeting Minutes November 30, 2020

The meeting convened at 10:00 a.m. via Zoom Online Conference Call.

TRUSTEES PRESENT: Mike Callagy (County of San Mateo), Clay Holstine (City of Brisbane), Shawna Maltbie (City of Daly City), Mike Futrell (City of South San Francisco)

STAFF PRESENT: Hannah Ormshaw (SMCP NRM, HCP Habitat Manager), Stephen Stolte (City of Daly City), Nicholas Calderon (SMCP), Sean Correa (SMCP NRM), Evam Cole (SMCP NRM), Rolando Jorquera (SMCP), Austin Lam (SMCP)

1. Public Comment

There were no public comments.

2. Review and Approve Proposal for the Utilization of Unrestricted Fund Balance for the Habitat Conservation Plan Trust Fund and Accept Grant Funding in the Amount of \$137,900 from the State Coastal Conservancy and the Metropolitan Transportation Commission, and \$20,000 from the US Fish and Wildlife Service.

- a. Current Unrestricted Fund Balance is \$408,847.85
 - b. Recommend Board to authorize allocation of \$215,840 of fund balance and accept \$137,900 grant award. Fund balance allocation contributes to 2:1 match requirement for the awarded grant funds. Match contribution accounts for the \$20,000 existing annual budget allocation for grazing program, over 3-year term of grant (\$60,000 total). The grant proposal is to fund the implementation of the cattle grazing pilot program.
 - c. Recommend Board to authorize allocation of \$100,000 for reduction of high fire-risk vegetation within HCP area
 - d. Would result in reduction of Fund Balance to \$89,007.85
 - e. Recommend Board to accept a U.S. Fish and Wildlife Service awarded grant of \$20,000 for a restoration project for the Federally Endangered San Francisco Lessingia.
- During the May 2020 HCP Trust meeting, the Board requested that Ms. Ormshaw and staff consider options for how to utilize the large existing balance from the HCP Trust Fund. During the May meeting, trustees observed that due to the secure nature of the trust fund's revenue, there was no need to maintain such a significant balance. This agenda item follows up on that request and provides updates on grant opportunities the county has been pursuing.
 - Three different projects are under consideration for this agenda item: the SBM HCP Cattle Grazing Pilot Program, a project to support fuel reduction work at

SBM, and a project to restore and enhance a population of SF Lessingia, a federally endangered plant species present at SBM.

– **HCP Cattle Grazing Pilot Program**

- The County Parks Department has been working on this project since 2018. The main focus so far has been on planning – conducting initial studies, feasibility studies, and working with the TAC to get recommendations for the program.
- The program has been funded by annual allocations of between \$20,000 and \$40,000 as part of the annual HCP budget.
- The request is for part of the trust fund balance to be used as matching funds for a grant opportunity that has been recommended for award through the Priority Conservation Area Grant Program. This grant program is a regional grant program overseen by the State Coastal Conservancy, Metropolitan Transportation Commission, and the Association of Bay Area Governments. San Bruno Mountain has been identified as a regionally significant open space in the Bay Area, making it eligible for the Priority Conservation Area Grant Program.
- The Department was invited to apply for funding under a mini-grant round opened in the summer of 2020. For this grant application, the county submitted a proposal to fund planning stages and infrastructure installation for the Cattle Grazing Pilot Program.
- Awarded grant funds (\$137,900) would represent one-third of the total project cost. The remaining match requirement would total \$275,840. Of this \$275,840, the secured match is \$60,000, representing three years of the existing \$20,000 annual budget allocation. The pending match is \$215,840 to bring the total project cost to \$413,740. This budget would cover the items listed in the table from the memo – developing a monitoring and reporting plan, developing a grazing strategy, conducting pre-grazing monitoring and a pre-grazing grassland productivity study, and installing fencing infrastructure, water and access.
- Mr. Holstine noted that the Northeast Ridge pilot site is very close to houses. The Department, likely in conjunction with the City of Brisbane, will need to put extensive effort into educating the public on what's happening and why it's happening before cattle are brought to the mountain. He recommends that the county get in touch with Caroline Cheung, the communications manager in his office.
- Ms. Ormshaw agreed that public outreach, especially for park neighbors but also for other constituents of San Mateo County, will be a huge and important component of the grazing pilot.

– **Fuel reduction and fire break installation within the SBM HCP Area**

- Within HCP document itself, installing fire breaks and creating fire buffers is identified as necessary to protect developments. While the specifications in the HCP are more applicable to new developments, the Department has identified that fuel reduction and fire break installation is a high priority for existing developments too.

- In February 2020, a 5.2 acre area of gorse near the Youth Camp burned. In response, the Department has developed a plan and initiated treatment of the 5.2 acre area and an adjacent 7.7 acre area, which is a full stand of gorse. The plan is to eradicate gorse in these areas and reduce the fuel and fire risk posed by this vegetation type.
 - To date, the Department has implemented the majority of the initial treatment by having in-house operators crush and masticate the gorse. However, the species is likely to re-sprout and persist, as seeds can remain viable in the seed bank for a long time.
 - The request is to allocate a portion of the fund balance for the re-treatment of the gorse stands. The plan relies on vegetation contractors applying herbicides for follow-up treatment, but the Department also investigated the use of goats who can browse on gorse seedlings.
 - The re-treatment plan will likely involve a combination of these chemical and mechanical means to suppress and eradicate the gorse and prepare the area for native species reintroduction.
 - Looking for an allocation of \$100,000. \$60,000 would fund gorse re-treatment efforts over 3 years, and \$40,000 would be used to thin and reduce stand density of eucalyptus groves that are present along the boundary of the park and pose some fuel risk for adjacent communities.
- **Grant Award from USFWS**
- In cooperation with San Bruno Mountain Watch, the Department submitted a proposal this summer to USFWS for a project that would promote the expansion of and do habitat restoration work for endangered SF *Lessingia*.
 - This project would primarily be carried out by San Bruno Mountain Watch, as it builds on previous volunteer stewardship efforts they have been leading in the Daly City dunes area where this species is present.
 - The grant would fund nursery propagation and seed expansion of the species at the Mission Blue nursery as well as San Bruno Mountain Watch's time to manage and implement the project.
 - The grant was awarded in the amount of \$20,000. For this item, the recommendation is that the Board of Trustees accept the grant-funding to support this project.

Action: Motion/Second Callagy/Futrell to approve the item.

Motion carried 4-0.

3. Review Selected Vendor Contracts for Various Services for the San Bruno Mountain Habitat Conservation Plan.

- a. Selected vendor contracts for various on-call biological and ecological services
- b. Selected vendor contract for SBMHCP Trust Fund auditing services

- County Parks Department selected a suite of on-call contractors and executed agreements with them to conduct various biological and ecological services within the HCP area. These services include tree removal and limbing, biological monitoring, vegetation management, ecological restoration, and rangeland management.
- Having on-call agreements in place facilitates the Department's implementation of various routine projects focused on habitat enhancement, invasive species control, and monitoring and habitat restoration projects for endangered species.
- A Request for Proposals (RFP) was released in July 2020 and the agreements were executed in September 2020 at the approval of the County Board of Supervisors, with varying not-to-exceed amounts between \$100,000 to \$500,000. The agreements have 3-year terms. Projects involving these contractors could use funding from anticipated grants and additional Department funding.
- Department also released an RFP for qualified auditing firms, in October. This is to re-initiate a contract for an auditing firm for the SBMHCP Trust. 7 firms were contacted and 2 firms responded. The firm selected was JJACPA, Inc., which is the firm that has provided auditing services for the SBMHCP Trust Fund for the last several years. This is another 3-year agreement, with a total cost of \$5,400.
- Questions:
 - Mr. Holstine asked about what is anticipated for the agreement with Lawrence D. Ford, the Rangeland Management contractor.
 - Ms. Ormshaw responded that some of the funding would be for participation in the Technical Advisory Committee, so for time to advise on the cattle grazing program. In addition, there would be the development of the grazing strategy, which is a document that must be written by a certified rangeland consultant. There would also be repeated effort to measure and monitor grassland productivity within grazing areas. Grassland productivity studies involve measuring residual dry matter, grass height, and above-ground biomass to determine what amount of grass is available to support cattle. Repeated studies are needed to ensure that grazing stays within appropriate targets for residual dry matter and remaining grass cover.

No action required for this update.

Mr. Callagy asked if anyone had additional questions or if Ms. Ormshaw had any other information or updates to impart.

- Mr. Holstine asked about the anticipated timeline for the grazing program.
- Ms. Ormshaw outlined the timeline from the grant proposal. She is anticipating that the coming year would be focused on the remaining planning items: planning for infrastructure installation, establishing a lease agreement with a grazing tenant, and creating a biological monitoring plan. She estimates that the infrastructure would be installed in 2022 and the cattle would be brought to the mountain in fall 2022.
- No further questions or comments were raised.

Mr. Callagy closed the meeting.