



Midpeninsula Regional
Open Space District

ACTION PLAN AND BUDGET COMMITTEE

Administrative Office
330 Distel Circle
Los Altos, CA 94022

May 2, 2017

DRAFT MINUTES

ROLL CALL

Director Cyr called the meeting to order at 1:30 p.m.

Members Present: Jed Cyr, Yoriko Kishimoto, and Curt Riffle

Members Absent: None

Staff Present: General Manager Steve Abbors, General Counsel Sheryl Schaffner, Chief Financial Officer Stefan Jaskulak, Assistant General Manager Ana Ruiz, District Clerk/Assistant to the General Manager Jennifer Woodworth, Senior Accountant Andrew Taylor, Natural Resources Manager Kirk Lenington, Visitor Services Manager Michael Newburn, Planning Manager Jane Mark, Land & Facilities Manager Brian Malone, Human Resources Supervisor Candice Basnight, Senior Real Property Agent Allen Ishibashi, Information Systems & Technology Manager Garrett Dunwoody, and Interim Public Affairs Manager Christine Butterfield

ADOPTION OF AGENDA

Motion: Director Kishimoto moved, and Director Riffle seconded the motion to adopt the agenda.

VOTE: 3-0-0

ORAL COMMUNICATIONS

No speakers present.

COMMITTEE BUSINESS

1. Approve the April 25, 2017 Action Plan & Budget Committee Minutes.

Motion: Director Riffle moved, and Director Cyr seconded the motion to approve the Action Plan and Budget Committee minutes for April 25, 2017.

VOTE: 2-0-1 (Director Kishimoto abstained)

2. Proposed Fiscal Year 2017-18 Budget and Action Plan Overview (R-17-64)

Chief Financial Officer/Director of Administrative Services Stefan Jaskulak provided information to respond to Committee member questions at the April 25, 2017 meeting.

District Controller Mike Foster reviewed the projected general fund tax revenue for FY2016-17 and FY2017-18 for Santa Clara and San Mateo Counties. Additionally, Mr. Foster reviewed the FY2017-18 Measure AA revenue and a proposed general obligation bond tranche in late 2017 or early 2018.

Mr. Jaskulak presented an overview of the proposed FY2017-18 budget for the District's operating expenditures, capital expenditures, land and associated costs, and debt service. Mr. Jaskulak reviewed the proposed FY2017-18 expenses and capital and operating projects by department and compared the FY2017-18 budget to the FY2016-17 budget and described key factors that led to budget increases. Finally, Mr. Jaskulak reviewed the three-year Capital Improvement Program, and the Committee members requested additional information regarding individual projects and suggested changes to the document.

City of Saratoga Public Works Director John Cherbone spoke in favor of the Saratoga-to-the-Sea Regional Trail Connection and shared information regarding Saratoga's current progress on the project.

Public comment opened at 3:08 p.m.

No speakers present.

Public comment closed at 3:08 p.m.

Motion: Director Kishimoto moved, and Director Riffle seconded the motion to recommend approval of the Proposed FY2017-18 Budget and Action Plan, as amended.

VOTE: 3-0-0

ADJOURNMENT

Director Cyr adjourned the meeting of the Action Plan and Budget Committee of the Midpeninsula Regional Open Space District at 3:09 p.m.

Jennifer Woodworth, MMC
District Clerk