



**SPECIAL AND REGULAR MEETING
BOARD OF DIRECTORS OF THE
MIDPENINSULA REGIONAL OPEN SPACE DISTRICT**

Administrative Office
330 Distel Circle
Los Altos, CA 94022

Wednesday, December 12, 2018
Special Meeting starts at 5:30 PM*
Regular Meeting starts at 7:00 PM*

REVISED A G E N D A

5:30 SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT – CLOSED SESSION

ROLL CALL

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)

Property: La Honda and Stage Roads, San Gregorio, CA, San Mateo County
APNs 081-040-010 & 081-250-010, 081-022-010 & 081-022-020

Agency Negotiator: Allen Ishibashi, Senior Real Property Agent

Negotiating Party: Ben Wright, Farmland Program Manager, Peninsula Open Space Trust
Under Negotiation: Terms and conditions

ADJOURNMENT

6:30 SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

ROLL CALL

1. Proclamation Honoring Nonette Hanko on her Retirement

2. Consideration of Commemorative Trail for Nonette Hanko at Los Trancos Open Space Preserve (R-18-152)

Staff Contact: Melissa Borgesi, Planner I

General Manager's Recommendation:

1. Confer special recognition on Nonette Hanko by renaming the San Andreas Fault Trail at Los Trancos Open Space Preserve to the Nonette Hanko San Andreas Fault Trail.

~~2. Discuss and provide direction for other recognition options.~~

ADJOURNMENT

7:00 REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

ORAL COMMUNICATIONS

The Board President will invite public comment on items not on the agenda. Each speaker will ordinarily be limited to three minutes; however, the Brown Act (Open Meeting Law) does not allow action by the Board of Directors on items not on the agenda. If you wish to address the Board, please complete a speaker card and give it to the District Clerk. Individuals are limited to one appearance during this section.

ADOPTION OF AGENDA

SPECIAL ORDERS OF THE DAY

- Introduction of staff
 - Leialani Hufana, Planner II
 - Johnny Baldwin, Sharepoint Architect
 - Susanna Chan, Assistant General Manager

CONSENT CALENDAR

All items on the Consent Calendar may be approved without discussion by one motion. Board members, the General Manager, and members of the public may request that an item be removed from the Consent Calendar during consideration of the Consent Calendar.

1. Claims Report

2. Certification of November 6, 2018 Election Results for Wards 1, 2, 5, and 6 (R-18-149)

Staff Contact: Jennifer Woodworth, District Clerk/Assistant to the General Manager

General Manager's Recommendations:

1. Adopt a Resolution Declaring Canvass of Returns and Results of the Biennial General District Election held on November 6, 2018.
2. Adopt a Resolution Appointing Director – Ward 2 of the Board of Directors of the Midpeninsula Regional Open Space District
3. Adopt a Resolution Appointing Director – Ward 6 of the Board of Directors of the Midpeninsula Regional Open Space District

3. Annual Dedication Report of Certain Lands of the Midpeninsula Regional Open Space District (R-18-150)

Staff Contact: Mike Williams, Real Property Manager

General Manager's Recommendation:

Accept the annual report on the status of dedicated interests in lands of the Midpeninsula Regional Open Space District held for public open space purposes.

4. Award of Contract for Partial Demolition, Repair, and Improvements at 20000 Skyline Boulevard, Redwood City, in the Russian Ridge Open Space Preserve (R-18-145)

Staff Contact: Jean Chung, Property Management Specialist I

General Manager's Recommendations:

1. Award a contract to Belz Construction Inc., for partial demolition, repair and improvements of three structures at 20000 Skyline Boulevard, Redwood City, in the Russian Ridge Open Space Preserve for a base contract amount of \$226,000.
2. Authorize a 15% contract contingency of \$33,900, to be reserved for unanticipated issues, thus allowing the total contract amount not-to-exceed \$259,900.

5. Office Lease Extensions between Wellington Park Investors and Midpeninsula Regional Open Space District at 4984 El Camino Real, Los Altos, Suites 100 and 115 for Administrative Office Space (R-18-151)

Staff Contact: Allen Ishibashi, Sr. Real Property Agent

General Manager's Recommendations:

1. Determine that the recommended actions are categorically exempt from the California Environmental Quality Act (CEQA), as set out in the report.
2. Adopt a Resolution authorizing the General Manager to enter into office lease extensions with Wellington Park Investors.

6. Amendment to Board Policy 3.08 – Investment Guidelines (R-18-155)

Staff Contact: Michael Foster, Controller

Controller's Recommendation: Approve the following amendments to Board Policy 3.08

Investment Guidelines:

- Amend Guideline #3: Add Local Agency Investment Fund and Reduce Percentage to 20%
- Amend Guideline #4: Add Local Agency Investment Fund

BOARD BUSINESS

The President will invite public comment on agenda items at the time each item is considered by the Board of Directors. Each speaker will ordinarily be limited to three minutes. Alternately, you may comment to the Board by a written communication, which the Board appreciates.

7. Approval of Salary Adjustments and Revised Employment Agreement for Board Appointee: District Controller (R-18-156)

Staff Contact: Candice Basnight, Human Resources Manager

Board Appointee Evaluation Committee's Recommendation: Following the Board's evaluation of the performance of the Board Appointees for Fiscal Year 2017-18, the Board Appointee Evaluation Committee recommends the following compensation adjustments for the District Controller for Fiscal Year 2018-19: Increase the District Controller's base salary by 3% to \$45,512, plus a one-time merit pay bonus of \$2,275.

The Board Appointee Evaluation Committee recommends the adoption of a resolution approving the salary adjustments and authorizing the Board President to execute a revised Board Appointee Employment Agreement.

8. Partnership Support for Tunitas Creek Beach and Cowell-Purisima Trail (R-18-154)

Staff Contact: Stefan Jaskulak, Chief Financial Officer

General Manager's Recommendation:

1. Approve a request for a one-time contribution of \$500,000 to support the natural resource restoration, public access improvements, and management of Tunitas Creek Beach, and long-term management of the nearby Cowell-Purisima Trail, which is a segment of the California Coastal Trail.

2. Adopt a resolution increasing the Fiscal Year 2018-19 budget and appropriation for the General Fund by \$500,000

9. Addition of Section VI, *Partner Recognition Signboard*, to Board Policy 5.01 – *Site Naming, Gift, and Special Recognition* (R-18-153)

Staff Contact: Melissa Borgesi, Planner I

General Manager's Recommendation: Adopt Section VI, *Partner Recognition Signboard*, as an addition to Board Policy 5.01 – *Site Naming, Gift, and Special Recognition* to establish a centralized, consistent, and cohesive approach for recognizing significant partner contributions at preserves

INFORMATIONAL MEMORANDUM

- Measure AA Fund Reallocation Status Update

INFORMATIONAL REPORTS – Reports on compensable meetings attended. Brief reports or announcements concerning activities of District Directors and staff; opportunity to refer public or Board questions to staff for information; request staff to report to the Board on a matter at a future meeting; or direct staff to place a matter on a future agenda. Items in this category are for discussion and direction to staff only. No final policy action will be taken by the Board.

Committee Reports

Staff Reports

Director Reports

ADJOURNMENT

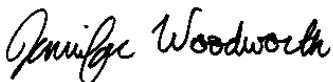
**Times are estimated and items may appear earlier or later than listed. Agenda is subject to change of order.*

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the District Clerk at (650) 691-1200. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

Written materials relating to an item on this Agenda that are considered to be a public record and are distributed to Board members less than 72 hours prior to the meeting, will be available for public inspection at the District's Administrative Office located at 330 Distel Circle, Los Altos, California 94022.

CERTIFICATION OF POSTING OF AGENDA

I, Jennifer Woodworth, District Clerk for the Midpeninsula Regional Open Space District (MROSD), declare that the foregoing agenda for the special and regular meetings of the MROSD Board of Directors was posted and available for review on December 7, 2018, at the Administrative Offices of MROSD, 330 Distel Circle, Los Altos California, 94022. The agenda and any additional written materials are also available on the District's web site at <http://www.openspace.org>.



Jennifer Woodworth, MMC
District Clerk

