



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

Administrative Office
330 Distel Circle
Los Altos, CA 94022

Wednesday, November 13, 2019
Special Meeting starts at 5:00 PM*
Regular Meeting starts at 7:00 PM*

A G E N D A

TELECONFERENCE NOTICE Pursuant to Government Code Section 54953, Subdivision (b), the Special meeting will include teleconference participation by Director Siemens from 69 Ellenwood Ave., Los Gatos, CA 95030. This Notice and Agenda will be posted at the teleconference location. Accessibility to and public comment from this address shall be provided as required by Government Code Section 54954(b)(3).

5:00 SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT – STUDY SESSION

ROLL CALL

1. Historic Preservation Training (R-19-142)

Staff Contact: Jane Mark, AICP, Planning Manager

General Manager's Recommendation: Receive training on historic resources definitions, rules, regulations, and requirements affecting historic structures. No Board action required.

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
 - Bernard Fahey, Open Space Technician
 - John Holback, Open Space Technician

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. Approve October 23, 2019 Minutes**
- 2. Claims Report**
- 3. Proposed purchase of the Chet Gallaway Property as an addition to El Corte de Madera Creek Open Space Preserve in unincorporated San Mateo County (Assessor's Parcel Number 081-100-050). (R-19-143)**

Staff Contact: Michael Williams, Real Property Manager

General Manager's Recommendations:

1. Determine that the recommended actions are categorically exempt from the California Environmental Quality Act, as set out in this report.
2. Adopt a resolution authorizing the purchase of the Chet Gallaway property and amending the Fiscal Year 2019-20 budget accordingly.
3. Adopt the Preliminary Use and Management Plan, as set out in the staff report.
4. Withhold dedication of the Property as public open space.

- 4. Change order approval and approval of an Addendum to the Project Initial Study/Mitigated Negative Declaration for the Ravenswood Bay Trail Connection Project located at Ravenswood Open Space Preserve for additional trail paving work (R-19-144)**

Staff Contact: Scott Reeves, Engineering & Construction Acting Department Manager

General Manager's Recommendations:

1. Adopt a Resolution approving an Addendum to the 2016 Initial Study and Mitigated Negative Declaration in accordance with the California Environmental Quality Act.
2. Authorize a contract change order in the amount of \$301,318 with Granite Rock Company of Watsonville, California to pave additional segments of the Bay Trail as part of the Ravenswood Bay Trail Connection Project.
3. Authorize an approximate 10% construction contingency of \$30,000 to cover unforeseen conditions related to the paving effort, for a not-to-exceed total contract amount of \$4,382,474.

- 5. Contract Award to Grassroots Ecology to Protect and Restore Natural Resources through Service-Learning (R-19-145)**

Staff Contact: Tom Reyes, IPM Coordinator, Natural Resources

General Manager's Recommendation: Authorize the General Manager to enter into a four-year agreement with Grassroots Ecology of Palo Alto, California to provide service-learning events for an amount not to exceed \$295,417, a portion of which is reimbursable through an existing grant.

6. Resolution to accept grant funding from the California Natural Resources Agency for the proposed future purchase of the Gordon Ridge property. (R-19-135)

Staff Contact: Melanie Askay, Grants Program Manager and Michael Williams, Real Property Manager

General Manager's Recommendation: Adopt a resolution by roll call vote authorizing the General Manager to execute a funding agreement with the California Natural Resources Agency for the proposed future purchase of the Gordon Ridge property as an addition to Tunitas Creek Open Space Preserve.

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. Budget Amendments for Quarter 1 to the Fiscal Year ending June 30, 2020 (R-19-146)

Staff Contact: Carmen Narayanan, Budget & Analysis Manager

General Manager's Recommendation: Adopt a resolution approving the proposed Quarter 1 budget amendments (revenues and expenses) to the adopted budget for Fiscal Year ending June 30, 2020.

8. Approval of Salary Adjustments and Revised Employment Agreement for Board Appointee Controller (R-19-147)

Staff Contact: Candice Basnight, Human Resources Manager

Board Appointee Evaluation Committee's Recommendations: As a result of the Board's evaluation of the performance of the District's Board Appointees for Fiscal Year 2018-19, the Board Appointee Evaluation Committee recommends the following compensation adjustments for the Controller for Fiscal Year 2019-20: Adjust the Controller's base salary upward to \$46,877, plus a one-time merit pay bonus of \$2,344.

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

9. Approval of Salary Adjustments and Revised Employment Agreement for Board Appointee General Counsel (R-19-156)

Staff Contact: Candice Basnight, Human Resources Manager

Board Appointee Evaluation Committee's Recommendations: As a result of the Board's evaluation of the performance of the District's Board Appointees for Fiscal Year 2018-19, the Board Appointee Evaluation Committee recommends the following compensation adjustments for the General Counsel for Fiscal Year 2019-20: Adjust the General Counsel's base salary upward to \$225,500, plus a one-time merit pay bonus of \$11,275.

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

10. Approval of Salary Adjustments and Revised Employment Agreement for Board Appointee General Manager (R-19-157)

Staff Contact: Candice Basnight, Human Resources Manager

Board Appointee Evaluation Committee's Recommendations: As a result of the Board's evaluation of the performance of the District's Board Appointees for Fiscal Year 2018-19, the Board Appointee Evaluation Committee recommends the following compensation adjustments for the General Manager for Fiscal Year 2019-20: Adjust the General Manager's base salary upward to \$247,500, plus a one-time merit pay bonus of \$12,375.

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

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.

- A. Committee Reports
- B. Staff Reports
- C. Director Reports

ADJOURNMENT TO CLOSED SESSION

MEETING OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT – CLOSED SESSION

ROLL CALL

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION. Government Code Section 54957(b)(1)

Title of Employee: General Counsel
General Manager

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 November 7, 2019, 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

Jennifer Woodworth, MMC
District Clerk

