

**From:** [Jennifer Woodworth](#)  
**Subject:** Board Questions for 8/26/15 Agenda  
**Date:** Wednesday, August 26, 2015 12:01:32 PM  
**Attachments:** [BILL ANALYSIS AB665.docx](#)  
[2014.03.12\\_REPORT\\_Resource\\_Grants\\_r-14-55.pdf](#)  
[FOSM Org Chart.pdf](#)

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Good afternoon all,

Please see the responses below in blue to Board questions received for tonight's agenda. Also attached is the bill analysis for AB665, which Steve previously emailed you regarding the District's opposition to this bill.

From Director Cyr:

Why is IT manager salary lower than the other managers?

Under the FOSM-recommended organizational structure, IST, Finance, and HR are Divisions in the Finance and Administrative Services Department. In addition to the IST Manager being classified as a Division Manager and not a Department Manager, the market comparison survey showed the median top-range salary of comparators to be 8.35% below the District's Department Manager classification. Therefore, the General Manager's recommendation is to place this position at the salary range closest to the market median, which is range 48 at 7.62% below the Department Manager range.

From Director Kishimoto:

Claims - what's this item for Stanford to do Upland cultural and historic landscape pilot project?

The Upland Cultural and Historic Landscape Pilot Project is one of the grantees of the District's Resource Grants Program. This project was awarded funding in 2014 and the Board Report is attached.

Item 5 - management exchange. This is a great staff development program, but will the two in-bound employees be contributing to our organization and possibly (partially) off-setting the loss of our IT administrator elsewhere in the organization?

The Management Talent Exchange Program is designed to not only to be a benefit for the participating employees as a professional development and growth opportunity, but equally to the participating agencies in both expanding the skills set and leadership potential of its own participating staff for succession planning and capacity growth, and also by bringing in new, high-level resources to accomplish discreet, complex, and important assignments and projects for the agency. This year, the District is sending its IT Administrator and are fortunate to in exchange receive two upper level public sector employees: Fred Ho, a Senior Civil Engineer from City of Campbell, who will be working for the District's General Manager's Office and David DeLong, a Program Manager from the City of San Jose, who will be working for the District's Planning and Natural Resources Departments.

Fred will be working on the following projects for the District:

1. Developing financial and budgeting processes and forms to enhance the District's preparation for the first full year of Measure AA project delivery.
2. Working out of the General Manager's Office and in close collaboration with the Finance Department, the participant will more specifically:
  - Review and refine departmental budget preparation template worksheets and work-flow processes;
  - Research and develop options for an Annual Report template document for reporting to the public on Measure AA progress and finances;
3. Assist with other special projects in the General Manager's Office during this exciting and busy time of District growth and change in fulfilling Measure AA promises.

David will be working on the following:

1. Development of a Historic Structures Policy (an important Board policy item for which we have not had enough capacity to pursue). Includes research, outreach to agencies, identify key issues and processes associated with addressing historic structures. Develop a plan and policy framework for addressing historic structures within District preserves and report on the findings to Management Team. Review local County and City ordinances addressing historic preservation; National and State guidelines for cultural and historic resource preservation. Familiarize with State Office of Historic Preservation's role and document the public participation process with regards to local planning review and permitting discretion. As needed, attend meetings and build relationships with local planning staff and understand the role and functions of Historical Heritage Commissions and Historic Resource Advisory Boards.
2. Carbon Sequestration Climate Change Analysis (an important Action Plan project that may have positive financial implications and needs additional capacity to pursue). Includes project scoping, selection of expert consultants and management of work, conducting research on viable models, impacts assessment on District operations, and preparation of a findings report

Item 6 - grazing tenant. I couldn't find Bar DX Livestock listed anywhere. Is it a new name? Bar DX is a business that is owned and managed by Ronnie and Bartley Seever out of Castro Valley. Both Ronnie and Bartley grew up in long time ranching families helping their families cattle ranching business as well as their own and friends ranching projects. It is a new business created for the proposal to graze Mindego Ranch.

Item 7 - new positions.

\* CFO position - no mention of how controller fits in picture?

\* Could we see an org chart - possibly the one from FOSM. How are the responsibilities divided among CFO and 2 AGMs?

The CFO will work closely with the Controller on all financial matters in which the Controller is involved as the Board's appointee. As shown on the enclosed FOSM organizational chart, the CFO will report directly to the General Manager, but there is a "dotted-line" working relationship with the Controller. The CFO will provide high level strategic financial analysis, forecasting, modeling, and budgeting for the District. In addition to being responsible for the Finance Division, the CFO will also be responsible for the Human Resources Division and the Information Systems and Technology Division.

The organizational chart is attached.



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