



Midpeninsula Regional  
Open Space District

**Meeting 12-08**

**REGULAR MEETING  
BOARD OF DIRECTORS  
MIDPENINSULA REGIONAL OPEN SPACE DISTRICT**

**February 29, 2012**

**MINUTES**

**SPECIAL MEETING**

**I. ROLL CALL**

President Riffle called the Special Meeting of the Midpeninsula Regional Open Space District Board of Directors to order at 5:00 p.m.

Members Present: Curt Riffle, Yoriko Kishimoto, Pete Siemens, Cecily Harris, Jed Cyr, Nonette Hanko, and Larry Hassett

Members Absent:

Staff Present: Operations Manager David Sanguinetti, Administrative Services Manager Kate Drayson, Human Resources Supervisor Annetta Spiegel, and Chief Negotiator Deborah Glasser-Kolly.

President Riffle reported that there were no reportable actions.

**REGULAR MEETING**

**I. ROLL CALL**

President Riffle called the Regular Meeting of the Midpeninsula Regional Open Space District Board of Directors to order at 7:00 p.m.

Members Present: Curt Riffle, Yoriko Kishimoto, Pete Siemens, Cecily Harris, Jed Cyr, Nonette Hanko, and Larry Hassett

Members Absent: None

Staff Present: General Manager Steve Abbors, General Counsel Sue Schectman, Real Property Manager Mike Williams, Planning Manager Ana Ruiz, Acting Public Affairs Manager Paul McKowan, Operations Manager David Sanguinetti, Administrative Services Manager Kate Drayson, Acting Natural Resources Department Manager Kirk Lenington, Public Affairs Specialist Kristi Britt, Management Analyst Gordon Baillie, Senior Resource Planner Cindy Roessler, Senior Management Analyst Lynn Tottori and District Clerk Michelle Radcliffe

**II. ORAL COMMUNICATIONS**

There were none.

**III. ADOPTION OF AGENDA**

President Riffle requested that Agenda Item No. #10 be heard after Agenda Item No. #7.

**Motion:** Upon motion by Director Cyr, seconded by Director Hassett, the Board adopted the agenda as amended. (Vote: 7-0-0)

**IV. ADOPTION OF CONSENT CALENDAR**

Director Hanko requested that Agenda Item No. 5 be taken off the Consent Calendar for Board discussion.

**Motion:** Upon motion by Director Hassett, seconded by Director Kishimoto, and unanimously passed, the Board approved adoption of the Consent Calendar to approve **Revised Claims No. 12-08; and the Minutes of January 25, 2012 as amended; the Written Communications to Mr. Patnode, Mr. McQueen, and Mr. Estrada, and Appointed Vavrinek, Trine, Day & Co. as the District Auditor for FY2012-13.**  
(Vote: 7-0-0)

**V. BOARD BUSINESS**

1. **Agenda Item #5** – Approval of Resolution Implementing Amended PERS Regulations for Existing Special Compensation for the Board Appointee Group: General Manager, General Counsel, and District Controller (R-12-26)

Director Hanko thanked President Riffle and the Board Appointee Evaluation Committee for their work on the resolution.

**Motion:** Upon motion by Director Hanko, seconded by Director Harris, the Board approved the resolution implementing amended PERS regulations for existing special compensation for the Board Appointee Group. (Vote: 7-0-0)

2. **Agenda Item #6** – Appointment of Sheryl L. Schaffner as General Counsel and Approval of General Counsel's Employment Agreement (R-12-25)

**Motion:** Upon motion by Director Hassett, seconded by Director Siemens, the Board appointed Sheryl L. Schaffner as the General Counsel and approved the General Counsel's Employment Agreement. (Vote: 7-0-0)

3. **Agenda Item #7** – Approval of General Manager's Employment Agreement Regarding Vehicle Allowance (R-12-24)

General Manager Steve Abbors explained that the monthly vehicle allowance that the General Manager receives will be added to the General Manager's yearly salary in lieu of receiving a vehicle allowance check every month. Brief discussion ensued.

**Motion:** Upon motion by Director Hanko, seconded by Director Cyr, the Board approved the General Manager's Employment Agreement regarding Vehicle Allowance. (Vote: 7-0-0)

4. **Agenda Item #10** – Award of Contract for CEQA Analysis of Proposed Site Specific Weed and Pest Management Project 2012-2014 (R-12-29)

Senior Resource Management Specialist Cindy Roessler explained that the consultant is needed to conduct an environmental review of the proposed Site-Specific Weed and Pest Management 2012-2014 Project that is planned to be implemented at a limited number of District sites. She stated that the environmental review will evaluate how weeds and disease can be controlled at site-specific location in District preserves while protecting and restoring natural resources. Ms. Roessler explained that the District's professional selection policy includes a process to pre-qualify consultants and that Ascent Environmental was determined to be qualified to perform the California Environmental Quality Act (CEQA) work needed and that the General Manager recommends Ascent Environmental to conduct an environmental analysis of the project pursuant to CEQA. Discussion ensued.

**Motion:** Upon motion by Director Siemens, seconded by Director Hassett, the Board awarded the contract for CEQA Analysis of Proposed Site-Specific Weed and Pest Management Project 2012-2014 to Ascent Environmental. (Vote: 7-0-0)

- 5. Agenda Item #8** – Consideration of the Controller’s Report on the Proposed Fiscal Year 2012-13 Budget (R-12-28)

District Controller Mike Foster provided an overview of the proposed FY2012-13 Budget. Discussion ensued.

No action was taken by the Board.

- 6. Agenda Item #9A** – Initial Presentation of the District’s Proposed Budget for Fiscal Year 2012-13 (R-12-19)

Senior Management Analyst Lynn Tottori provided a presentation on the District’s proposed budget for FY2012-13. Discussion ensued.

No action was taken by the Board.

- 7. Agenda Item #9B**—Review Midpeninsula Regional Open Space District FY 2012-13 Preliminary Action Plan (R-12-18)

Administrative Services Manager Kate Drayson provided a brief overview of the District-wide FY2012-13 Preliminary Action Plan for the District. Each Manager then provided an overview of their Department’s FY2012-13 Preliminary Action Plan. Discussion ensued.

No action was taken by the Board.

**VI. INFORMATIONAL REPORTS**

**COMMITTEE REPORTS**

Director Siemens reported that the Administration and Budget Committee met and that the Committee’s discussion was heard during the Budget and Action Plan presentations of this meeting.

Director Hanko reported that the Legislative, Funding and Public Affairs Committee met and interviewed the District Ombudsperson applicant. She also reported that the Committee discussed the Mary Davey Memorial Bench and signage for the Mindego Gateway Project.

**STAFF REPORTS**

District Clerk Michelle Radcliffe reminded the Board that the Statement of Economic Interest Form 700 forms are due to the Clerk by March 23, 2012.

General Counsel Sue Schectman requested that the Board complete their questionnaires from the Department of Health as soon as possible.

General Manager Steve Abbors thanked Operations Manager David Sanguinetti for his Acting General Manager role while he was on vacation.

**DIRECTOR REPORTS**

The Board submitted their compensable forms to the District Clerk.

Director Harris reported that she will be absent at the next Board meeting.

Director Kishimoto reported that the Watershed Summit has been scheduled for September 22, 2012, and that the next Watershed Summit planning meeting will be held on March 16, 2012.

Director Hanko reported that she will be out of town on March 15, 2012, through April 5, 2012.

Director Cyr reported that he will be out of town from March 5, 2012, through March 23, 2012.

**VII. ADJOURNMENT**

President Riffle adjourned the Regular Meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 10:23 p.m.

Michelle Radcliffe, CMC  
District Clerk