



Midpeninsula Regional
Open Space District

Meeting 14-35

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

330 Distel Circle
Los Altos, CA 94022

**Wednesday, December 17, 2014
7:00 p.m.**

REVISED A G E N D A

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

ORAL COMMUNICATIONS – PUBLIC

ADOPTION OF AGENDA

SPECIAL ORDER OF THE DAY

- Introduction of District Staff: Elish Ryan

CONSENT CALENDAR

1. [Approve Claims Report](#)
2. [Award of Contract for the Web Migration and Development Project \(R-14-124\)](#)

Staff Contact: Cydney Bieber, Website Administrator

General Manager's Recommendation: Authorize the General Manager to enter into a contract with Rootid, of El Cerrito, CA, for an amount not-to-exceed \$54,410, which includes the project proposal price of \$49,410, and a 10% contingency amount of \$5,000 to provide migration and development services for the District web site.

3. [Acceptance of a Waterline Easement and Quitclaim Deed from William and Adriana Chiocchi Living Trust and a Waterline Easement and Quitclaim Deed from Stiles Family Trust, both at Bear Creek Redwoods Open Space Preserve \(Santa Clara County Assessor's Parcel Numbers 558-41-033 and 558-41-028\), and Determine that the Recommended Actions are Categorically Exempt from the California Environmental Quality Act \(R-14-160\)](#)

Staff Contact: Allen Ishibashi, Real Property Specialist

General Manager's Recommendation:

1. Determine that the recommended actions are categorically exempt from the California Environmental Quality Act, as set out in the staff report.
2. Adopt a Resolution authorizing the acceptance of a waterline easement and quitclaim deed from William and Adriana Chiochi Living Trust.
3. Adopt a Resolution authorizing the acceptance of a waterline easement and quitclaim deed from Stiles Family Trust.

4. **[Adoption of a Mitigated Negative Declaration and Mitigation Monitoring Program for the Proposed Harkins Bridge Replacement Project in Purisima Creek Redwoods Open Space Preserve \(R-14-162\)](#)**

Staff Contact: Aaron Hébert, Contingent Project Manager

General Manager's Recommendation: Adopt the Mitigated Negative Declaration and Mitigation Monitoring Program for the Harkins Bridge Replacement Project, in accordance with the California Environmental Quality Act, as set out in the draft Resolution.

5. **[Award of Contract for Environmental Analysis and Design for Stevens Creek Nature Trail Footbridges \(R-14-152\)](#)**

Staff Contact: Aaron Hébert, Contingent Project Manager

General Manager's Recommendation: Authorize the General Manager to enter into a contract with Environmental Science Associates for an amount not-to-exceed \$125,631, which includes a contract price of \$114,210 and a 10% contingency of \$11,421, to complete the environmental analysis and bridge design work for a footbridge replacement and a new footbridge along Stevens Creek Nature Trail in Montebello Open Space Preserve.

6. **[Contract to complete the Mount Umunhum Radar Tower Interior Remediation Project located at Sierra Azul Open Space Preserve \(R-14-158\)](#)**

Staff Contact: Zachary Alexander, Planner II

General Manager's Recommendation: Authorize the General Manager to enter into a contract with Asbestos Management Group Inc., of Oakland, CA, for a not-to-exceed amount of \$43,670, which includes the base bid amount of \$39,700 plus a 10% contingency amount of \$3,970, to complete the Mount Umunhum Radar Tower Interior Remediation Project at Sierra Azul Open Space Preserve.

7. **[Authorization to Award Contracts to Three Firms for Biological Consulting Services \(R-14-156\)](#)**

Staff Contact: Julie Andersen, Planner II

General Manager's Recommendation: Authorize the General Manager to award contract amendments to Biological Monitoring and Assessment Specialists (BioMaAS), Biosearch Associates (Biosearch), and URS Corporation (URS) for an amount not-to-exceed \$50,000 (each) to provide biological consulting services to implement biological services for District projects.

8. **[Revisions to Capital Expenditures and Depreciable Fixed Assets Policy \(R-14-161\)](#)**

Staff Contact: Michael Foster, Controller and Andrew Taylor, Accountant

Controller's Recommendation: Approve the proposed revisions to the Capital Expenditures and Depreciable Fixed Assets Board Policy.

BOARD BUSINESS

89a. Midyear Controller's Report and General Manager's State of the District Report for Fiscal Year 2014-15 (April - September 2014) (R-14-154)

Board Contact: Yoriko Kishimoto, Chair, Action Plan and Budget Committee

Action Plan & Budget Committee's Recommendation:

1. Accept the Controller's Fiscal Year 2014-15 Midyear Financial Review for the six month period of April 1, 2014 thru September 30, 2014 (*Item 9b*).
2. Accept the General Manager's FY2014-15 Midyear State of the District Report and approve the following recommended adjustments (*Item 9c*):
 - a. The conversion of three contingent positions to permanent status
 - b. A two-year extension for one contingent position
 - c. The addition of ~~three~~**four** positions to support Measure AA implementation, and one position to support the newly approved Integrated Pest Management Program
 - d. Net-zero budget shifts

89b. Fiscal Year 2014-15 Midyear Controller's Report (R-14-155)

Staff Contact: Michael Foster, Controller

Controller's Recommendation: Review and accept the attached Fiscal Year 2014-15 Midyear Controller's Report

89c. Fiscal Year 2014-15 Midyear State of the District Report and Recommended Action Plan and Budget Adjustments (R-14-153)

Staff Contact: Kate Drayson, Administrative Services Manager

General Manager's Recommendation: Accept the Fiscal Year 2014-15 Midyear State of the District Report

~~9. Revisions to Capital Expenditures and Depreciable Fixed Assets Policy (R-14-161)~~

~~Staff Contact: Michael Foster, Controller and Andrew Taylor, Accountant~~

~~Controller's Recommendation: Approve the proposed revisions to the Capital Expenditures and Depreciable Fixed Assets Board Policy.~~

10. Contract for the Mount Umunhum Radar Tower Interim Repair Project located at Sierra Azul Open Space Preserve (R-14-159)

Staff Contact: Gina Coony, Open Space Planner III

General Manager's Recommendation: Authorize the General Manager to enter into contract with Ashron Construction and Restoration, Inc., of Milpitas, CA, for a total not-to-exceed contract amount of \$419,733, which includes a five percent contingency amount of no more than \$20,000, to complete the Mount Umunhum Radar Tower Interim Repair Project located at Sierra Azul Open Space Preserve

INFORMATIONAL MEMORANDA

- [Additional Administrative Office Space](#)
- [Public Affairs Assistant](#)
- [Financial and Operational Sustainability Model Study 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 factual information; request staff to report back 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 ADDRESS THE BOARD:** The President will invite public comment on agenda items at the time each item is considered by the Board of Directors. You may address the Board concerning other matters during Oral Communications. Each speaker will ordinarily be limited to three minutes. Alternately, you may comment to the Board by a written communication, which the Board appreciates.*

***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.*

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 12, 2014, at the Administrative Offices of MROSD, 330 Distel Circle, Los Altos California, 94022. Agenda materials are also available on the District's website at <http://www.openspace.org>.

Jennifer Woodworth

Signed this 12th day of December, 2014, at Los Altos, California.

