



Midpeninsula Regional
Open Space District

**MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
ACTION PLAN AND BUDGET COMMITTEE**

Administrative Office
330 Distel Circle
Los Altos, CA 94022

**Tuesday, January 12, 2016
2:30 p.m.**

A G E N D A

**2:30 MIDPENINSULA REGIONAL OPEN SPACE DISTRICT ACTION PLAN & BUDGET
COMMITTEE**

ROLL CALL

COMMITTEE MEMBERS: SIEMENS, KISHIMOTO, RIFFLE

ADOPTION OF AGENDA

ORAL COMMUNICATIONS

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

- 1. Approve the Action Plan & Budget Committee Minutes:
November 30, 2015**
- 2. Fiscal Year 2015-16 Action Plan and Budget Midyear Adjustments (R-16-04)**

Staff Contact: Kate Drayson, Administrative Services Manager

General Manager's Recommendations:

1. Review and confirm the proposed FY2015-16 Action Plan and Budget Midyear adjustments to cover the period from April 1, 2015 through June 30, 2016 resulting from the extension of the fiscal year by three months.
 2. Review and confirm the change in eligible Land and Associated Costs expenses to include only those known at the close of escrow.
 3. Recommend the proposed Action Plan and Budget revisions be forwarded to the full Board for approval.
- 3. Proposed New Positions and Position Reclassifications (R-16-05)**

Staff Contact: Ana Ruiz, Assistant General Manager and Kevin Woodhouse, Assistant General Manager

General Manager's Recommendation:

As part of the FY2015-16 Midyear Budget Adjustments:

1. Review and confirm the addition of eight new positions to proceed with ramping up staff capacity to increase project delivery and enhance service delivery, as recommended by the Financial and Operational Sustainability Model (FOSM).
2. Review and confirm the reclassification of three existing positions to continue with the FOSM reorganization recommendations.
3. Review and confirm the proposal for the Board of Directors (Board) to delegate to the General Manager the authority to approve final job descriptions for job classifications previously approved by the Board and final salary range adjustments within a ten percent margin for new classifications.
4. Recommend that this Agenda Item be forwarded to the full Board for their review and approval.

ADJOURNMENT

TO ADDRESS THE COMMITTEE: *The Chair will invite public comment on agenda items at the time each item is considered. You may address the Committee concerning other matters during Oral Communications. Each speaker will ordinarily be limited to three minutes. Alternately, you may comment to the Committee by a written communication, which the Committee appreciates.*

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 Committee 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 meeting of the Action Plan & Budget Committee was posted and available for review on January 8, 2016, 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

