



Midpeninsula Regional
Open Space District

R-16-143
Meeting 16-26
October 26, 2016

AGENDA ITEM 14

AGENDA ITEM

Approval of Salary Adjustments and Revised Employment Agreement for Board Appointee General 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 2015-16, the Board Appointee Evaluation Committee recommends the following compensation adjustments for the General Manager for Fiscal Year 2016-17: Adjust the General Manager's base salary upward to \$247,600, plus a one-time merit pay bonus of \$12,000.

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.

DISCUSSION

The Board Appointee Evaluation (BAE) Committee was established to conduct the evaluation process for its Appointees. The BAE Committee was instructed to serve as the District's negotiator and met with the Board Appointees to discuss their performance and compensation. The Board has three appointees: the General Manager, the Controller, and the General Counsel.

The Board, working through the BAE Committee, implemented this process and completed this year's annual evaluation of the performance of the General Manager, during several meetings in June through October, 2016.

The Board was very pleased with the General Manager's performance during the last fiscal year and resulting success of District programs and projects carried out as part of his duties. His actions included an unprecedented organizational ramp-up, hiring many new key leadership positions, continuing to strengthen relationships with partner agencies, and focusing on excellence. Key results:

1. Decision to reissue old bonds for cost savings.
2. Ensured that the changes brought about by Measure AA are being effectively woven into the fabric of our organization. As there are no examples of other public agency restructuring on this scale that we could follow, this past year required disciplined change management to ensure the success in implementing sweeping organizational changes. The Board expects a continuing emphasis on organizational changes to convert the District focus from planning and thinking, to a sophisticated but action-oriented organization with excellence in strategic planning, and quality engineering and construction.

3. Managed a greatly expanded capital program, with a significant number of projects completed and substantial progress made on the others.
4. Attended more than 30-agency, partner and Non-Governmental Organization (NGO) events and spoke at most of them, including three statewide conferences.
5. Substantial progress made in opening Mt. Umunhum, including a creative plan to include the veterans and the Amah Mutsun tribe in agreements to protect the mountain.
6. Created new departments for Engineering and Construction management and for Information Services and Technology, and restructured the Operations department into two new departments for Visitor Services and Land and Facilities.
7. Opened Mindego Hill.
8. Protection of 638 additional acres of open space.

All performance standards for the year were met, as were critical deadlines. His personal level of effort remained consistent and focused on outcomes.

It is significant to note that this performance year is based on five quarters, from April 2015 through June 2016, because of the District's extended fiscal year.

The Board is particularly pleased with Steve's extra efforts last year (and a quarter) in his dedication on behalf of the District; his exceptional performance, strategy development, and extra time spent was well above expectations particularly in resolving staffing issues and in outreach to partners. Based on his performance evaluation in FY2015-16, the BAE Committee recommends providing the General Manager compensation noted above.

BOARD COMMITTEE REVIEW

The recommended performance review and salary adjustments were thoroughly reviewed by the Board Appointee Evaluation Committee, prior to review by the Board.

FISCAL IMPACT

For the General Manager: Total of the annual salary plus adjustment = \$247,600 with a one-time merit pay bonus of \$12,000.

PUBLIC NOTICE

All public noticing requirements of the Brown Act have been met. No additional notice is necessary.

CEQA COMPLIANCE

This item is not subject to the California Environmental Quality Act (CEQA).

NEXT STEPS

If approved, the compensation adjustments and merit bonuses will be implemented as set out in the Resolutions attached, and the employment agreements will go into effect immediately.

Attachment:

1. Resolution Approving Salary Adjustment and Revised Employment Agreement for General Manager

Submitted by: Board Appointee Evaluation Committee

Director Kishimoto

Director Hassett

Director Siemens, Chair

RESOLUTION NO. 16-__

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
MIDPENINSULA REGIONAL OPEN SPACE DISTRICT APPROVING
AN AMENDED EMPLOYMENT AGREEMENT AND ONE-TIME MERIT
PAY BONUS FOR THE DISTRICT GENERAL MANAGER**

WHEREAS, effective July 8, 2009, the Board of Directors of the Midpeninsula Regional Open Space District entered into a District General Manager Employment Agreement (“Agreement”) with Stephen E. Abbors, employing him as the District's General Manager; and

WHEREAS, the Agreement provides for an annual review of the General Manager's performance and determination of meritorious pay, which the Board has completed; and

WHEREAS, the Board, based on its annual review of the General Manager's performance, in recognition of his performance during Fiscal Year 2015-2016 and to bring his compensation closer to the comparable median, desires to grant the General Manager an adjust to the General Manager's base salary upward to \$247,600, plus a one-time merit pay bonus of \$12,000.

The Board is particularly pleased with Steve's extra efforts last year (and a quarter) in his dedication on behalf of the District; his exceptional performance, strategy development, and extra time spent was well above expectations particularly in resolving staffing issues and in outreach to partners. Based on his performance evaluation in FY2015-16, the BAE Committee recommends providing the General Manager compensation noted above.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Midpeninsula Regional Open Space District does grant the General Manager by adoption of this resolution an adjustment to his base salary up to \$247,600 retroactive to July 1, 2016 for Fiscal Year 2016-17, authorizes the President of the Board of Directors or other authorized Board Officer to execute an Amendment to the District General Manager Employment Agreement reflecting that increase, and further grants a one-time merit pay bonus of \$12,000.

* * * * *

PASSED AND ADOPTED by the Board of Directors of the Midpeninsula Regional Open Space District on ____, 2016, at a regular meeting thereof, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

Secretary
Board of Directors

President
Board of Directors

APPROVED AS TO FORM:

General Counsel

I, the District Clerk of the Midpeninsula Regional Open Space District, hereby certify that the above is a true and correct copy of a resolution duly adopted by the Board of Directors of the Midpeninsula Regional Open Space District by the above vote at a meeting thereof duly held and called on the above day.

District Clerk