



Midpeninsula Regional  
Open Space District

February 22, 2017  
Board Meeting 17-05

## **SPECIAL AND REGULAR MEETING**

### **BOARD OF DIRECTORS MIDPENINSULA REGIONAL OPEN SPACE DISTRICT**

Administrative Office  
330 Distel Circle  
Los Altos, CA 94022

**Wednesday, February 22, 2017**

#### **DRAFT MINUTES**

#### **SPECIAL MEETING – STUDY SESSION**

President Hassett called the special meeting to order at 6:00 p.m.

#### **ROLL CALL**

Members Present: Cecily Harris, Larry Hassett, Yoriko Kishimoto, Curt Riffle, and Pete Siemens

Members Absent: Jed Cyr and Nonette Hanko

Staff Present: General Manager Steve Abbors, General Counsel Sheryl Schaffner, Assistant General Manager Kevin Woodhouse, Legislative/External Affairs Specialist Joshua Hugg, District Clerk/Assistant to the General Manager Jennifer Woodworth

#### **1. District Lobbyist Legislative Update for 2017 (R-17-22)**

Legislative/External Affairs Specialist Joshua Hugg

Ralph Heim, Russell Noack, and Julee Malinowski-Ball from Public Policy Advocates provided a legislative briefing. Mr. Heim described the current makeup of the California Assembly and Senate, bills recently introduced in both houses, the governor's budget, and potential pension reform bills. Mr. Noack summarized the various bills the District is sponsoring, transportation funding bills, and the differences between the competing park bond measures currently before the legislature. Ms. Malinowski-Ball described water policy and climate change efforts being pursued in the California legislature, including continuing water conservation, groundwater management efforts, and reauthorization of cap and trade.

Director Riffle asked if there was an update on available federal funding for the District.

Mr. Noack reported legislative staff is monitoring federal changes and more information may be known after the California legislative leadership unveils its environmental package. Additionally, California officials are preparing to respond to federal actions as necessary.

Director Kishimoto requested additional information regarding the opposition to design-build.

Mr. Noack explained opposition typically relates to the size of the project, but recognition has grown that some smaller projects may benefit from the process while still protecting organized labor.

Director Siemens inquired if the California Special Districts Association has signed on to support the design-build bill.

Mr. Noack reported additional special districts might want to be included in the bill and provide their support. However, Mr. Heim reported it is unlikely a design-build bill to include all special districts would be approved.

Public comments opened at 6:57 p.m.

Steve Gibbons, member of the Field Employees Association, thanked Public Policy Advocates for coming. Mr. Gibbons asked about the relationship of the District continuing to be an environmental leader and conservation efforts may influence pension reform in the future.

Mr. Heim discussed the ongoing issue that some agencies in California are in danger of bankruptcy related to their unfunded liabilities. However, Mr. Heim does not currently see a conflict between the two issues. Pension reform may be partially decided by the judiciary and not in the legislature.

Public comments closed at 7:02 p.m.

President Hassett adjourned the special meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 7:03 p.m.

## **REGULAR MEETING**

President Hassett called the regular meeting of the Midpeninsula Regional Open Space District to order at 7:04 p.m.

## **ROLL CALL**

Members Present: Cecily Harris, Larry Hassett, Yoriko Kishimoto, Curt Riffle, and Pete Siemens

Members Absent: Jed Cyr and Nonette Hanko

Staff Present: General Manager Steve Abbors, General Counsel Sheryl Schaffner, Assistant General Manager Ana Ruiz, Assistant General Manager Kevin Woodhouse, Chief Financial Officer/Director of Administrative Services Stefan Jaskulak, District Clerk/Assistant to the General Manager Jennifer

Woodworth, Human Resources Supervisor Candice Basnight, and  
Assistant General Counsel Hilary Stevenson

**ORAL COMMUNICATIONS**

No speakers present.

**ADOPTION OF AGENDA**

**Motion:** Director Harris moved, and Director Riffle seconded the motion to adopt the agenda.

**VOTE: 5-0-0** (Directors Cyr and Hanko absent)

**SPECIAL ORDERS OF THE DAY**

- Introduction of Staff
  - Melanie Askay, Grants Specialist

**CONSENT CALENDAR**

Director Harris pulled Agenda Item 3 from the Consent Calendar.

Public comment opened at 7:10 p.m.

No speakers.

Public comment closed at 7:10 p.m.

**Motion:** Director Riffle moved, and Director Kishimoto seconded the motion to approve the Consent Calendar, with the exception of Agenda Item 3.

**VOTE: 5-0-0** (Directors Cyr and Hanko absent)

1. **Approve February 8, 2017 Minutes**
2. **Approve Claims Report**
3. **Memorial Grove Signage Plan Proposed by Save the Redwoods League Associated with an Existing Partnership at Purisima Creek Redwoods Open Space Preserve (R-17-20)**

Item 3 was heard after the Consent Calendar.

Director Harris requested additional information regarding the history of the program and commented on the donation requirements for the memorial program.

Planner I Alicia Halpern explained the memorial grove was included in the title for the land acquisition. The acquisition was purchased in partnership with the Save the Redwoods League.

Director Riffle spoke on behalf of the members of the Legislative, Funding, and Public Affairs Committee and explained the Committee felt the signage plan was honoring the District's commitment to the Save the Redwoods League and would be a less intrusive and less expensive way for the program to continue.

Public comment opened at 7:16 p.m.

Jennifer Verhines of the Save the Redwoods League thanked the Board for the District's continued partnership.

Public comment closed at 7:17 p.m.

**Motion:** Director Kishimoto moved, and Director Siemens seconded the motion to:

1. Approve the Memorial Grove Signage Plan at Purisima Creek Redwoods Open Space Preserve to minimize individual donor signage and install a centralized recognition signboard based on a Committee-selected design option.
2. Authorize the General Manager to enter into a sign maintenance and replacement agreement with Save the Redwoods League.

**VOTE: 4-1-0** (Director Harris dissenting; Directors Cyr and Hanco absent)

**4. Approval of Amendments to the Personnel Policies and Procedures Manual (R-17-23)**

General Manager's Recommendation: Adopt a Resolution Adopting the Amended Personnel Policies and Procedures Manual.

**BOARD BUSINESS**

**5. Adoption of a Use and Management Plan Amendment for El Sereno Open Space Preserve Designating All Trails Open to Dogs On-Leash Except for a Trail Segment Over San Jose Water Company Property (R-17-21)**

Senior Planner Tina Hugg provided the staff presentation describing the project and proposed implementation measures.

Public comment opened at 7:25 p.m.

No speakers present.

Public comment closed at 7:25 p.m.

Director Riffle spoke regarding Planning and Natural Resources Committee's review and discussion of the item, including the proposed access area meeting the District's criteria for allowing dog access.

**Motion:** Director Siemens moved, and Director Kishimoto seconded the motion to:

1. Determine that the recommended actions are categorically exempt under the California Environmental Quality Act, as set out in the staff report.

2. Adopt a Use and Management Plan Amendment designating all trails at El Sereno Open Space Preserve open to dogs on-leash, except a 0.3-mile portion of the Aquinas Trail over San Jose Water Company property.

**VOTE: 5-0-0** (Directors Cyr and Hanko absent)

**6. Restructuring of Human Resources within Administrative Services, and related changes to the Classification and Compensation Plan (R-17-24)**

Assistant General Manager Kevin Woodhouse described the proposed restructuring of the Human Resource Department as recommended by the Financial and Operational Sustainability Model and subsequent departmental organization study. Mr. Woodhouse reviewed each of the departmental study's recommendations and provided the proposed organizational chart. Finally, Mr. Woodhouse described the fiscal impact of the proposed department reorganization.

Director Harris inquired if the proposed intern position would be a temporary or ongoing position.

Mr. Woodhouse explained several departments have interns, who cannot work for more than 1,000 hours due to CalPERS restrictions.

Director Kishimoto inquired regarding the ongoing workload need for the recruitment analyst positions.

Mr. Woodhouse explained recruitment for newly created positions will level off, and recruitment needs will continue for vacancies created by natural attrition.

Public comment opened at 7:57 p.m.

No speakers present.

Public comment closed at 7:57 p.m.

**Motion:** Director Riffle moved, and Director Harris seconded the motion to accept a report on the classification recommendations for the Human Resources Division and adopt a resolution amending the District's Classification and Compensation Plan to add a Human Resources Manager.

**VOTE: 5-0-0** (Directors Cyr and Hanko absent)

**INFORMATIONAL REPORTS**

A. Committee Reports

Director Riffle reported the Action Plan and Budget Committee met on February 21, 2017.

B. Staff Reports

Chief Financial Officer/Director of Administrative Services Stefan Jaskulak reported the Measure AA Bond Oversight Committee met to review and discuss the sample expenditure documentation.

Assistant General Manager Ana Ruiz spoke regarding the Board’s retreat scheduled for February 23, 2017.

Mr. Abbors commented on his recent article in Open Space Views regarding the *why* behind the District’s work.

C. Director Reports

The Board members submitted their compensatory reports.

Directors Kishimoto and Riffle reported their attendance at the State of the Valley event.

**ADJOURNMENT**

President Hassett adjourned the regular meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 8:11 p.m.

**SPECIAL MEETING – CLOSED SESSION**

President Hassett called the special meeting to order at 8:15 p.m.

**ROLL CALL**

Members Present: Cecily Harris, Larry Hassett, Yoriko Kishimoto, Curt Riffle, and Pete Siemens

Members Absent: Jed Cyr and Nonette Hanko

Staff Present: General Manager Steve Abbors, General Counsel Sheryl Schaffner, Real Property Manager Mike Williams, Senior Real Property Agent Allen Ishibashi, Assistant General Manager Ana Ruiz, Assistant General Counsel Hilary Stevenson

**1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)**

**Property:** City of Campbell, Assessor’s Parcel Number 412-32-014

**Agency Negotiator:** Allen Ishibashi, Senior Real Property Agent

**Negotiating Party:** Brent Dressen, Colliers International

**Under Negotiation:** Fee Title

Public comments opened at 8:15 p.m.

No speakers present.

Public comments closed at 8:15 p.m.

The Board convened into closed session.

President Hassett adjourned the special meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 9:03 p.m.

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Jennifer Woodworth, MMC  
District Clerk