



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

Administrative Office
330 Distel Circle
Los Altos, CA 94022

**Wednesday, March 22, 2017
Special Meeting starts at 6:15 PM*
Regular Meeting starts at 7:00 PM***

A G E N D A

**6:15 SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA
REGIONAL OPEN SPACE DISTRICT – CLOSED SESSION**

ROLL CALL

- 1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (Significant exposure to litigation Government Code Section 54956.9(b)) (one potential case)**

ADJOURNMENT

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

ORAL COMMUNICATIONS

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

ADOPTION OF AGENDA

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.

- 1. Approve February 23, 2017 and March 8, 2017 Minutes**
- 2. Approve Claims Report**

3. Revise Board Policy 3.06 – Initial and Continuing Disclosures Relating to Bond Issuances (R-17-33)

Staff Contact: Andrew Taylor, Sr. Accountant and Disclosure Coordinator

General Manager's Recommendation: Approve revisions to Board Policy 3.06 for disclosures relating to District bond issuances as recommended by the Action Plan and Budget Committee.

4. Proposed Enhancement to District's Accounts Payable Claims Process (R-17-34)

Staff Contact: Stefan Jaskulak, CFO/Director of Administrative Services

General Manager's Recommendation:

Approve the recommendations from the Action Plan and Budget Committee:

1. Authorize Accounts Payable staff to release payments over fifty thousand dollars (\$50,000) without holding for Board approval, but continue to provide the current claims report to the board for information.
2. Approve the revised Board Policy 1.03 – Board Agenda.

5. Repeal of Resolution 14-12 (R-17-30)

Staff Contact: Stefan Jaskulak, CFO/Director of Administrative Services

General Manager's Recommendation: Adopt a resolution repealing Resolution 14-12, which authorized the General Manager or designee to approve claims up to \$25,000, in order to enable the District to be consistent with Public Resources Code 5549.

6. Agreement with Sharp Business Systems to enter into a 48-Month Lease and Use Agreement for eight leased printers and two owned printers. (R-17-35)

Staff Contact: Stefan Jaskulak, CFO/Director of Administrative Services

General Manager's Recommendation: Authorize the General Manager to enter into a 48-month lease and use agreement with Sharp Business Systems for an amount not to exceed one hundred two thousand, four hundred thirty-two dollars (\$102,432).

7. Award of Contract with Mesiti-Miller Engineering, Inc., for the preparation of construction documents, construction bid process support and construction oversight for the Webb Creek Bridge Replacement Project at Bear Creek Redwoods Open Space Preserve (R-17-37)

Staff Contact: Matt Brunnings, Capital Project Manager, Engineering and Construction Department

General Manager's Recommendation:

1. Authorize the General Manager to enter into a multi-year professional services contract with Mesiti-Miller Engineering, Inc., to prepare construction documents, support the construction bid process, and provide technical construction oversight for the Webb Creek Bridge Replacement Project at Bear Creek Redwoods Open Space Preserve for a not-to-exceed amount of \$115,560.
2. Authorize a 15% contingency of \$17,334 to cover potential unforeseen requirements, for a not-to-exceed total contract amount of \$132,894.

8. Award of Contract with John Northmore Roberts and Associates to provide design, engineering, and construction administration support for the Bear Creek Stables Improvements Project at Bear Creek Redwoods Open Space Preserve (R-17-42)

Staff Contact: Gretchen Laustsen, Planner III, Planning Department

General Manager's Recommendation:

1. Authorize the General Manager to enter into a multi-year professional services contract with John Northmore Roberts and Associates to provide design and engineering services, complete construction plans, and provide permitting and construction administration support for the Bear Creek Stables Improvements Project at Bear Creek Redwoods Open Space Preserve for a not-to-exceed amount of \$770,173.
2. Authorize a 10% contingency of \$77,017 to cover potential unforeseen requirements.
3. Authorize a separate contract allowance of \$75,000 specifically for additional services related to geotechnical, fault rupture, and site investigations and additional public meetings that are above and beyond the current scope of work to avoid potential implementation delays, for a combined not-to-exceed total contract amount of \$922,190.

9. Award Contract with Biosearch Associates for Bear Creek Redwoods Western Pond Turtle Population Assessment, Monitoring and Adaptive Management Plan (R-17-41)

Staff Contact: Matthew Chaney, Resource Management Specialist I, Natural Resources Department

General Manager's Recommendation: Authorize the General Manager to enter into a contract with Biosearch Associates to assess the population of western pond turtles, control invasive fauna, and provide monitoring to guide long-term management actions recommended for implementation at Bear Creek Redwoods Open Space Preserve in the amount not to exceed of \$104,000 over thirty-six consecutive months.

BOARD BUSINESS

The President will invite public comment on agenda items at the time each item is considered by the Board of Directors. Each speaker will ordinarily be limited to three minutes. Alternately, you may comment to the Board by a written communication, which the Board appreciates.

10. Award of Contract with HydroScience Engineers, for the preparation of construction documents, construction bid process support, and construction oversight for the Fire and Potable Water System Project at Bear Creek Redwoods Open Space Preserve (R-17-36)

Staff Contact: Dale Grogan, Capital Project Manager, Engineering and Construction Department
General Manager's Recommendation:

1. Authorize the General Manager to enter into a multi-year professional services contract with HydroScience Engineers, to prepare construction documents, support the construction bid process, and provide technical construction oversight for the Fire and Potable Water System Project at Bear Creek Redwoods Open Space Preserve for a not-to-exceed amount of \$138,370.
2. Authorize a 15% contingency of \$20,756 to cover potential unforeseen requirements, for a not-to-exceed total contract amount of \$159,126.

11. Partnership Agreement with the Student Conservation Association to Provide Geographic Information System Services (R-17-19)

Staff Contact: Paul McKowan, Volunteer Program Manager

General Manager's Recommendation: Authorize the General Manager to execute a partnership agreement with the Student Conservation Association for a not-to-exceed amount of \$57,183 and include this funding in the FY2017-18 budget.

12. Proposed purchase of the West Valley Charter Lines Property as a potential new South Area Field Office, located at 240 Cristich Lane, Campbell, CA, Santa Clara County (Assessor's Parcel Number 412-32-014) (R-17-38)

Staff Contact: Allen Ishibashi, Senior Real Property Agent

General Manager's Recommendation:

1. Determine that the recommended actions are categorically exempt from the California Environmental Quality Act (CEQA), as set out in the staff report.
2. Adopt a Resolution authorizing the purchase and sale agreement for the West Valley Charter Lines property at a cost of \$3,150,000.
3. Authorize the use of the General Fund Committed Infrastructure Reserve in the amount of \$2,900,000, plus a purchase deposit of \$250,000 covered by the FY2016-17 Real Property General Fund Capital budget.

13. Cooley Landing Park Partnership with City of East Palo Alto (R-17-40)

Staff Contact: Ana Ruiz, AICP, Assistant Manager – Planning and Project Delivery

General Manager's Recommendation:

Approve the following two recommendations from the Diversity Ad Hoc Committee:

1. Allocate Measure AA funds to cover the costs for design, permitting, and construction of six Cooley Landing Vision Plan elements, including the costs for an outside project manager, if needed, to complete the work by June 30, 2019 for an amount not to exceed \$1.25 Million.
2. Allocate District General Funds for consultant costs to develop a business and operating plan for Cooley Landing Park (includes the Education Center) working jointly with the City of East Palo Alto for an amount not to exceed \$200,000.

In addition, the General Manager recommends the following:

3. Authorize the General Manager to enter into a funding agreement with the City of East Palo Alto, providing \$217,148 to fund the design of six Cooley Landing Vision Plan elements as the first step of implementation, as described under Recommendation #1 above.

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 information; request staff to report 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.

Committee Reports

Staff Reports

Director Reports

ADJOURNMENT

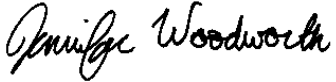
**Times are estimated and items may appear earlier or later than listed. Agenda is subject to change of order.*

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 March 17, 2017, 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, MMC
District Clerk

