



SPECIAL AND REGULAR MEETING

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

Administrative Office
330 Distel Circle
Los Altos, CA 94022

June 13, 2018

DRAFT MINUTES

SPECIAL MEETING – STUDY SESSION

President Cyr called the special meeting of the Midpeninsula Regional Open Space District to order at 6:02 p.m.

ROLL CALL

Members Present: Jed Cyr, Nonette Hanko, Cecily Harris, Larry Hassett, Yoriko Kishimoto, Pete Siemens, and Curt Riffle

Members Absent: None

Staff Present: Acting General Manager Ana Ruiz, Acting General Counsel Hilary Stevenson, Acting Assistant General Manager Brian Malone, Acting Assistant General Manager Christine Butterfield, Chief Financial Officer/Director of Administrative Services Stefan Jaskulak, District Clerk/Assistant to the General Manager Jennifer Woodworth, Acting Public Affairs Manager Cydney Bieber, and Governmental Affairs Specialist Joshua Hugg

1. 2018 State of California Legislative Session – Board of Directors Briefing on Matters of Interest to Midpeninsula Regional Open Space District (R-18-56)

Governmental Affairs Specialist Joshua Hugg introduced the District's legislative consultants, Russ Noack and Julee Malinowski-Ball from Public Policy Advocates, LLC. and Reed Addis from Environmental and Energy Consulting.

Mr. Addis provided updates on various legislative topics of interest, including cap and trade/greenhouse gas reduction fund, California budget and Proposition 68, wildlife corridors, and water legislation.

Director Riffle inquired if the funds associated with cap and trade is tied to the high-speed rail project.

Mr. Addis explained 60% of the funds are continuously allocated to existing projects, including high-speed rail, and the remaining 40% of funds may be used for other projects.

Mr. Noack and Ms. Malinowski provided updates on various legislative topics of interest, including wildfire prevention/forest health legislation, pension reform, and potential revival of the former redevelopment agencies.

Director Harris inquired regarding AB 2470 asking if the bill would make the California Invasive Plant Council redundant.

Mr. Noack reported the California Invasive Plant Council is in favor of the bill.

Public comments opened at 7:04 p.m.

No speakers present.

Public comments closed at 7:04 p.m.

No Board action required.

President Cyr adjourned the special meeting of the Midpeninsula Regional Open Space District to order at 7:05 p.m.

REGULAR MEETING

President Cyr called the regular meeting of the Midpeninsula Regional Open Space District to order at 7:05 p.m.

ROLL CALL

Members Present: Jed Cyr, Nonette Hanco, Cecily Harris, Larry Hassett, Yoriko Kishimoto, Pete Siemens, and Curt Riffle

Members Absent: None

Staff Present: Acting General Manager Ana Ruiz, Acting General Counsel Hilary Stevenson, Acting Assistant General Manager Brian Malone, Acting Assistant General Manager Christine Butterfield, Controller Mike Foster, Chief Financial Officer/Director of Administrative Services Stefan Jaskulak, Natural Resources Manager Kirk Lenington, Visitor Services Manager Matt Anderson, Planning Manager Jane Mark, Acting Land & Facilities Manager Elaina Cuzick, Engineering & Construction Manager Jay Lin, Human Resources Manager Candice Basnight, Information Systems & Technology Manager Garrett Dunwoody, Acting Public Affairs Manager Cydney Bieber, Real Property Manager Mike Williams,

Budget Analyst II Marion Shaw, Budget Analyst I Elissa Martinez, and District Clerk/Assistant to the General Manager Jennifer Woodworth

ORAL COMMUNICATIONS

No speakers present.

ADOPTION OF AGENDA

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

VOTE: 7-0-0

CONSENT CALENDAR

Director Harris pulled Item 3.

Director Kishimoto pulled Item 5.

Public comment opened at 7:07 p.m.

No speakers present.

Public comment closed at 7:07 p.m.

Motion: Director Kishimoto moved, and Director Hassett seconded the motion to approve the Consent Calendar, except for Items 3 and 5.

VOTE: 7-0-0

- 1. Approve May 23, 2018 Minutes**
- 2. Claims Report**
- 3. Call District Elections in Wards 1, 2, 5, and 6 and Request Election Consolidation Services from Santa Clara, San Mateo, and Santa Cruz Counties (R-18-57)**

Acting General Manager's Recommendations:

1. Adopt a Resolution of the Board of Directors of the Midpeninsula Regional Open Space District calling an election and requesting election consolidation services – Santa Clara County, Wards 1, 2, and 5.
2. Adopt a Resolution of the Board of Directors of the Midpeninsula Regional Open Space District calling an election and requesting election consolidation services – San Mateo County, Wards 5 and 6.
3. Adopt a Resolution of the Board of Directors of the Midpeninsula Regional Open Space District calling an election and requesting election consolidation services – Santa Cruz County, Ward 2.
4. Reconfirm Board Policy 1.07 (Board Elections) regarding a maximum of 200 words per candidate statement, payment of candidates' statements and, if required by the respective

county, translations of candidates' statements pursuant to the Elections Code of the State of California, in those wards where two or more candidates have qualified to appear on the ballot.

5. Adopt a Resolution of the Board of Directors of the Midpeninsula Regional Open Space District authorizing not listing any unopposed candidate for election on the November 6, 2018 ballots of Santa Clara, San Mateo, and Santa Cruz Counties.

Director Harris spoke regarding potential community interest to run for any open Board seats and suggested the upcoming election may be an opportunity to encourage diverse candidates.

District Clerk/Assistant to the General Manager Jennifer Woodworth reported on the current process used by the District to notice the election. Additionally, Ms. Woodworth reported she meets with potential candidates to describe the various meetings and events Board members typically attend, to review government regulations governing Board members, to encourage potential candidates to review past Board meeting minutes, and to encourage attendance upcoming Board meetings.

Director Riffle suggested issuance of a press release announcing the election and notifying the public of the seats up for election.

Director Siemens suggested creation of a list of frequently asked questions for potential candidates, which would outline various time commitments for meetings and related preparation.

Ms. Woodworth expressed concerns related to estimating the amount of time required for Board members to prepare and attend meetings, which may vary among Board members. Ms. Woodworth suggested she could create a sample of the number of Board meetings and District events for a period, including the length of the meetings, according to the approved minutes.

VOTE: 7-0-0

4. Temporary Appointment of Interim General Counsel for the end of Fiscal Year 2017-2018 (R-18-58)

Board President's Recommendation: Appoint Gary Baum, Esq., as Interim General Counsel for the period June 17, 2018 through June 30, 2018.

5. Resolution in Support of the Water Supply and Water Quality Act of 2018 (R-18-59)

Acting General Manager's Recommendation: Consider adoption of a resolution in support of the Water Supply and Water Quality Act of 2018 put forth by citizens' initiative on the ballot for the November 6, 2018 statewide general election.

Director Kishimoto expressed her desire to learn more about the initiative prior to voting on it.

President Cyr continued the item to the June 27, 2018 regular Board meeting.

BOARD BUSINESS

6. Approval of the General Manager’s Employment Agreement (R-18-61)

Director Riffle spoke regarding the recruitment process and the high quality of the applicants.

Director Kishimoto spoke regarding Ms. Ruiz’s tenure at the District and ability to lead the District.

Public comments opened at 7:32 p.m.

No speakers present.

Public comments closed at 7:32 p.m.

Motion: Director Hassett moved, and Director Hanko seconded the motion to:

1. Appoint Ana Ruiz to be the Midpeninsula Regional Open Space District General Manager effective June 13, 2018.
2. Adopt a resolution approving the General Manager’s Employment Agreement.

VOTE: 7-0-0

President Cyr spoke regarding Ms. Ruiz’s high level of qualifications.

Ms. Ruiz thanked the Board for the opportunity to serve as the General Manager.

7. Consideration of the Controller’s Report on the Proposed Fiscal Year 2018-19 Budget (R-18-62)

Controller Mike Foster provided the Controller’s report outlining projected expenditures for operating and capital expenses. Mr. Foster reported the tax revenue continues to grow and stated the District’s FY2018-19 is affordable and sustainable. Mr. Foster provided his FY2018-19 cash projection, 30-year cash flow projection, and projected Measure AA tax rate for the life of the bonds. Mr. Foster described potential costs related to District facilities, including the new Administrative Office, South Area Field Office, and potential Coastal Area Office. Mr. Foster stated the District will potentially issue a third tranche of Measure AA bonds in approximately three years.

Director Kishimoto commented on the rising costs of capital projects.

Mr. Foster commented that as project costs go up, there is also an increase in property values, which increases the District’s property tax revenues.

Motion: Director Kishimoto moved, and Director Siemens seconded the motion to accept the Controller’s Report on the Fiscal Year 2018-19 Budget.

VOTE: 7-0-0

8. Fiscal Year 2018-19 Budget and Capital Improvement and Action Plan (R-18-63)

Public comments opened at 8:09 p.m.

No speakers present.

Public comments closed at 8:09 p.m.

Motion: Director Siemens moved, and Director Harris seconded the motion to:

1. Adopt a resolution approving the FY2018-19 Budget and Capital Improvement and Action Plan.
2. Approve three new positions in the Visitor and Field Services business line.
3. Approve two new positions in the Finance and Administrative Services business line.
4. Approve elimination of one existing position in the Finance and Administrative Services business line.
5. Adopt a resolution approving the Classification and Compensation Plan.

VOTE: 7-0-0

INFORMATIONAL MEMORANDUM

- Mount Umunhum - East Summit Closure and Visitation Update

INFORMATIONAL REPORTS

A. Committee Reports

Director Harris reported on the Planning and Natural Resources Committee meeting on June 5, 2018.

Director Siemens reported on the Administrative Office Facility Ad Hoc Committee tours for local public agency offices.

B. Staff Reports

Ms. Ruiz reported on a recent meeting with the City of East Palo Alto regarding the two proposals received for operating the Cooley Landing Education Center. Ms. Ruiz reported the Committee for Green Foothills may be interested in providing support for the operation of the Education Center.

C. Director Reports

The Board members submitted their compensatory reports.

Director Harris reported her attendance at the Facebook Festival and commented on the organizations represented there.

Director Harris reported he spent the last two Saturdays at the Sears Ranch Road parking lot to share information about the Red Barn Public Access project and commented on the lack of vehicles in the parking lot.

Director Siemens reported his attendance at a meeting of the Santa Clara County Chapter of the California Special District's Association and heard Cindy Chavez speak there.

Director Riffle thanked staff for their work preparing for the June 12, 2018 public meeting in La Honda.

President Cyr commented on a recent trip to the Sears Ranch Road parking lot explaining that it was filled to capacity.

ADJOURNMENT

President Cyr adjourned the regular meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 8:30 p.m.

Jennifer Woodworth, MMC
District Clerk