



Midpeninsula Regional
Open Space District

MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

LEGISLATIVE, FUNDING, AND PUBLIC AFFAIRS COMMITTEE

The Committee conducted this meeting in accordance with California Governor Newsom's Executive Order N-29-20. All Board members and staff participated via teleconference.

Tuesday, April 14, 2020

DRAFT MINUTES

CALL TO ORDER

Director Kersteen-Tucker called the meeting of the Legislative, Funding, and Public Affairs Committee to order at 2:00 p.m.

ROLL CALL

Members present: Jed Cyr, Larry Hassett, and Zoe Kersteen-Tucker

Members absent: None

Staff present: General Manager Ana Ruiz, General Counsel Hilary Stevenson, Assistant General Manager Brian Malone, Assistant General Manager Susanna Chan, Chief Financial Officer Stefan Jaskulak, District Clerk/Assistant to the General Manager Jennifer Woodworth, Public Affairs Manager Kori Skinner, Planning Manager Jane Mark, Planner III Gretchen Laustsen, Planner I Melissa Borgesi

Ms. Woodworth announced this meeting is being held in accordance with Governor Newsom's Executive Order allowing Committee members to participate remotely. The District has done its best to conduct a meeting where everyone has an opportunity to listen to the meeting and to provide comment. The public has the opportunity to comment on the agenda, and the opportunity to listen to this meeting through the internet or via telephone. This information can be found on the meeting agenda, which was physically posted at the District's Administrative Office, and on the District website. Ms. Woodworth described the process and protocols for the meeting.

ORAL COMMUNICATIONS

No speakers present.

ADOPTION OF AGENDA

Motion: Director Hassett moved and Director Cyr seconded the motion to adopt the agenda.

ROLL CALL VOTE: 3-0-0

COMMITTEE BUSINESS

1. Approve the January 28, 2020 Legislative, Funding, & Public Affairs Committee Meeting Minutes.

District Clerk Jennifer Woodworth announced a small change to the minutes that had been included into the Committee packet.

Motion: Director Hassett moved, and Director Cyr seconded the motion to approve the January 28, 2020 Legislative, Funding, and Public Affairs committee meeting minutes, as amended.

Public comment opened at 2:02 p.m.

No speakers present.

Public comment closed at 2:02 p.m.

ROLL CALL VOTE: 3-0-0

2. Paper Usage and Standards (R-20-36)

Public Affairs Manager Korrine Skinner provided the staff presentation.

Ms. Skinner described the various environmental benefits of recycled paper, including reduced demand for fresh wood, decrease in water and energy use during the manufacturing process, and a reduction of solid waste production. Ms. Skinner explained the fiscal impact of moving to 100% recycled paper and the potential printing delays due to the need to preorder the paper stock. Finally, Ms. Skinner described the proposed modification to Board policy 3.03 related to the purchase of recycled paper stock.

Director Hassett inquired regarding the large cost increase related to the Open Space Views newsletter.

Ms. Skinner reported that this is due to the number of pages being printed and the large number of newsletters printed for distribution.

The Committee members spoke in favor of using 100% recycled paper and communicating with the public about the environmental benefits of using the 100% recycled paper.

General Manager Ana Ruiz suggested including an article on the topic in an upcoming newsletter.

Director Kersteen-Tucker inquired regarding inclusion of a local preference in the policy.

General Counsel Hilary Stevenson reported a local preference can be allowed for the procurement of goods and can be further discussed at the Board level.

Public comment opened at 2:34 p.m.

District Clerk Jennifer Woodworth announced that no comments were submitted.

Public comment closed at 2:34 p.m.

Motion: Director Hassett moved, and Director Cyr seconded the motion to forward the following recommendations to the Board of Directors for approval:

1. Authorize the addition of a specific exemption in Board Policy 3.03 Section V.C. to allow the purchase of recycled paper stock when the cost is higher than nonrecycled products of similar fitness and quality.
2. Authorize the specification of 100% post-consumer waste (PCW), processed chlorine-free (PCF) recycled paper, when feasible, for high-quantity printing orders, including for brochure maps and the quarterly newsletter.

ROLL CALL VOTE: 3-0-0

3. Midpeninsula Regional Open Space District Board Compensation Policy (R-20-37)

General Counsel Hilary Stevenson described the Board's previous discussions and actions regarding Board compensation. In January 2020, the Board adopted findings related to the number of monthly meetings and approved a 5% increase, as permitted under state law.

Director Hassett requested clarification regarding compensation of "one-on-one meetings with the General Manager involving operations of the District" in subsection *f*.

Ms. Stevenson reported that all compensated meeting would relate to the business of the District and suggested adding the example of an agenda review meeting.

Director Cyr suggested having flexibility and clarity in compensating for community or public outreach events so that purely social events are not compensated.

Ms. Stevenson suggested adding "excluding purely social events" to the end of subsection *i*.

The Committee members agreed with the suggested addition.

Public comment opened at 2:50 p.m.

District Clerk Jennifer Woodworth announced that no comments were submitted.

Public comment closed at 2:50 p.m.

Motion: Director Cyr moved, and Director Hassett seconded the motion to recommend Board approval of a revised list of compensable meetings for inclusion in *Board Policy 6.06--Meeting Compensation, Reimbursement of Authorized Necessary Expenses for Performance of Official Duties, and Adoption of Ethics Training Requirements Pursuant to Government Code Section 53232 et seq. (AB1234)*, with the suggested changes to subsections *f* and *i*.

ROLL CALL VOTE: 3-0-0

4. Recognition of Significant Partners at Ravenswood Open Space Preserve (R-20-38)

Planner I Melissa Borgesi presented the staff report describing the various partners proposed for recognition at the Ravenswood Open Space Preserve and displayed a proposed mockup of the partner signboard.

Director Kersteen-Tucker suggested prominently adding language to the sign thanking San Mateo and Santa Clara taxpayers.

Ms. Borgesi reported that a Measure AA sign will also be installed onsite that thanks District taxpayers.

Public comment opened at 2:59 p.m.

District Clerk Jennifer Woodworth announced that no comments were submitted.

Public comment closed at 2:59 p.m.

Motion: Director Cyr moved, and Director Hassett seconded the motion to forward to the full Board of Directors the following recommended list of partners to be recognized for their significant contributions towards the construction of the Bay Trail at Ravenswood Open Space Preserve:

- California Natural Resource Agency, Urban Greening Grant Program
- California State Coastal Conservancy
- Caltrans
- County of San Mateo – Measure K
- County of Santa Clara
- San Francisco Public Utilities Commission
- Association of Bay Area Governments
- San Francisco Bay Trail
- City of East Palo Alto
- City of Menlo Park
- Facebook

ROLL CALL VOTE: 3-0-0

ADJOURNMENT

Director Kersteen-Tucker adjourned the meeting of the Legislative, Funding, and Public Affairs Committee at 3:00 p.m.

Jennifer Woodworth, MMC
District Clerk