



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

Wednesday, October 13, 2021
~~**Special Meeting starts at 6:00 PM***~~
Regular Meeting starts at 7:00 PM*

REVISED A G E N D A

Consistent with Government Code section 54953(e), and in light of the declared state of emergency, the meeting will not be physically open to the public and all members will be teleconferencing into the meeting via a virtual platform. To maximize public safety while still maintaining transparency and public access, members of the public can listen to the meeting and participate using the following methods.

THIS MEETING WILL BE VIA TELECONFERENCE ONLY

1. The meeting can be viewed in real-time at: <https://openspace.zoom.us/j/84980492161> or listen to the meeting by dialing (669) 900-6833 or (346) 248-7799 (Webinar ID 849 8049 2161).

2. Members of the public may provide written or oral comments by submitting a public comment form at: <https://www.openspace.org/public-comment>

- Comments on matters not on the agenda must be submitted prior to the time the board president calls for public comments.*
- Comments on agenda items must be submitted prior to the time public comment on the agenda item is closed.*
- All comments shall be subject to the same rules as would otherwise govern speaker comments at the board of directors meeting.*
- All written comments or requests to speak must be submitted via the public comment form. Requests to provide oral comments may be made by leaving a message at 650-772-3614. Comments via text or social media (Facebook, Twitter, etc.) will not be accepted.*

Any comments received after the deadline, will be provided to the Board after the meeting.

~~**6:00 SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT—CLOSED SESSION**~~

~~**ROLL CALL**~~

- ~~**1. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)—**~~
~~Agency designated representatives: Ana Ruiz, General Manager, Brian Malone, Assistant General Manager, Jack Hughes, Liebert Cassidy Whitmore—~~
~~Employee organization: Midpeninsula Rangers Peace Officers Association—~~

~~**ADJOURNMENT**~~

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

ORAL COMMUNICATIONS

This portion of the agenda is for members of the public to comment on items not on the agenda; however, the Brown Act (Open Meeting Law) does not allow action by the Board of Directors on items not on the agenda. Individuals are limited to one comment during this section.

ADOPTION OF AGENDA

SPECIAL ORDERS OF THE DAY

- Introduction of staff
 - Senior Planner Jared Hart
 - Public Affairs Specialist II Natalie Jolly
 - Capital Project Manager II Ivana Yeung

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 the September 22, 2021 Board meeting minutes**
- 2. Claims Report**
- 3. Contract Amendment for Interpretive Services with EDX Exhibits to complete Phase I (Planning and Design) and support Phase II (Fabrication and Installation) of the Administrative Office Interpretive Elements Project (R-21-135)**

Staff Contact: Leigh Ann Gessner, Public Affairs Specialist II

General Manager's Recommendation:

1. Authorize the General Manager to execute a contract amendment in the amount of \$31,900 (\$16,900 for Phase I and \$15,000 for Phase II) with EDX Exhibits, bringing the amended contract to \$109,900.
2. Authorize an additional 15% contingency of \$2,250 for the Phase II scope of work to be reserved for unanticipated issues, bringing the total not-to-exceed amended contract amount to \$112,150.

- 4. Addendum to the La Honda Creek Master Plan Mitigated Negative Declaration for the White Barn Structural Stabilization Project (R-21-133)**

Staff Contact: Aaron Peth, Planner III, Planning and Paul Kvam, Capital Projects Manager III, Engineering and Construction

General Manager's Recommendation: Adopt a resolution approving an Addendum to the La Honda Creek Master Plan Initial Study/Mitigated Negative Declaration for the White Barn Structural Stabilization Project.

- 5. Award of Contract to EMID Design Group for Staff Furniture Procurement and Installation Services for the Administrative Office Project (R-21-136)**

Staff Contact: Paul Kvam, Capital Project Manager III, Engineering and Construction

General Manager's Recommendation:

1. Authorize the General Manager to enter into a contract with EMID Design Group of Fresno, CA for a not-to-exceed base amount of \$233,659 plus a bid alternate amount of \$107,101.00 for a total contract of \$340,760 to furnish 93 workspaces plus other work areas in the repurposed Administrative Office located at 5050 El Camino Real.
2. Authorize a 10% contingency amount of \$34,076 to be reserved for additional furnishings and/or replacement items, as needed, thus allowing the total contract amount to not exceed \$374,836.

6. Award of Contract to Old La Honda General Engineering to Complete Improvements for the Bergman Driveway Project at Russian Ridge Open Space Preserve (R-21-134)

Staff Contact: Jean Chung, Property Management Specialist II

General Manager's Recommendation:

1. Authorize the General Manager to enter into a contract with Old La Honda General Engineering for a not-to-exceed base contract amount of \$78,679.
2. Authorize an allowance of \$4,000 to stop/start and extend the project over the rainy season, dependent on weather.
3. Authorize a 10% contingency of \$7,868, to be reserved for unanticipated issues, thus allowing the total contract amount not to exceed \$90,547.

BOARD BUSINESS

Public comment on agenda items at the time each item is considered by the Board of Directors. Written public comments will be provided to the Board prior to the meeting and posted on the District's website at www.openspace.org. The names of all commenters will be read into the record.

7. Teleconferenced Board Meetings Pursuant to the Brown Act and Assembly Bill 361 (R-21-138)

Staff Contact: Ana Ruiz, General Manager and Hilary Stevenson, General Counsel

General Manager's Recommendation: Adopt a resolution authorizing remote teleconferenced public meetings, pursuant to new Brown Act provisions enacted through AB 361.

8. Approval of Salary Adjustments and Amended Classification and Compensation Plan for Board Appointee General Manager (R-21-139)

Staff Contact: Candice Basnight, Human Resources Manager

Board Appointee Evaluation Committee's Recommendation: As a result of the Board's evaluation of the performance of the District's Board Appointees for Fiscal Year 2020-21, the Board Appointee Evaluation Committee recommends the following compensation adjustments for the General Manager for Fiscal Year 2021-22: Adjust the General Manager's base salary upward to \$267,668, plus a one-time merit pay bonus of \$13,383.

The Board Appointee Evaluation Committee recommends the adoption of a resolution approving the salary adjustments. The Board Appointee salary changes will be adopted through the Board approved Classification and Compensation Plan.

9. Approval of Salary Adjustments and Classification and Compensation Plan for Board Appointee General Counsel (R-21-137)

Staff Contact: Candice Basnight, Human Resources Manager

Board Appointee Evaluation Committee's Recommendation: As a result of the Board's evaluation of the performance of the District's Board Appointees for Fiscal Year 2020-21, the Board Appointee Evaluation Committee recommends the following compensation adjustments for the General Counsel for Fiscal Year 2021-22: Adjust the General Counsel's base salary upward to \$250,978, plus a one-time merit pay bonus of \$12,549.

The Board Appointee Evaluation Committee recommends the adoption of a resolution approving the salary adjustments. The Board Appointee salary changes will be adopted through the Board approved Classification and Compensation Plan.

10. Approval of Salary Adjustments and Amended Classification and Compensation Plan for Board Appointee Controller (R-21-140)

Staff Contact: Candice Basnight, Human Resources Manager

Board Appointee Evaluation Committee's Recommendation: As a result of the Board's evaluation of the performance of the District's Board Appointees for Fiscal Year 2020-21, the Board Appointee Evaluation Committee recommends the following compensation adjustments for the Controller for Fiscal Year 2021-22: Adjust the Controller's base salary upward to \$49,730, plus a one-time merit pay bonus of \$1,492.

The Board Appointee Evaluation Committee recommends the adoption of a resolution approving the salary adjustments. The Board Appointee salary changes will be adopted through the Board approved Classification and Compensation Plan.

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.

- A. Committee Reports
- B. Staff Reports
- C. 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 October 7, 2021, 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

Jennifer Woodworth, MMC, CPMC
District Clerk

