



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

Wednesday, February 22, 2023

**Special meeting starts at 6:00 PM
Regular meeting starts at 7:00 PM***

A G E N D A

Consistent with Government Code section 54953(e) and Midpeninsula Regional Open Space District Resolution 21-33, and in light of the declared state of emergency, the meeting will be conducted in a hybrid manner. Individuals can attend in-person or via Zoom. Some board members may be teleconferencing into the meeting via a virtual platform. Members of the public can listen to the meeting and participate using the following methods.

- 1. In-person at the Midpen Administrative Office – 5050 El Camino Real, Los Altos, CA 94022.*
- 2. Viewing the meeting in real-time at <https://openspace.zoom.us/j/82026174025> or listening to the meeting by dialing (669) 900-6833 or (346) 248-7799 (Meeting ID 820 2617 4025).*

Members of the public may submit written comments to be provided to the board or register to make oral comments as follows:

- Requests to provide oral comment must be submitted prior to the time public comment on the agenda item is closed.*
- Requests to provide oral comments may be made by:*
 - Submitting a request through the public comment form at: <https://www.openspace.org/public-comment> for those attending via Zoom.*
 - Submitting a request via the paper-based public comment form at the meeting for those attending in-person.*
- Written comments may be submitted via the public comment form at: <https://www.openspace.org/public-comment>.*
- Comments via text or social media (Facebook, Twitter, etc.) will not be accepted.*
- All comments shall be subject to the same rules as would otherwise govern speaker comments at the board of directors meeting.*
- 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 SESION

ROLL CALL

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

Property: 1000 Verde Road, Half Moon Bay

Agency Negotiator: Michael Williams, Real Property Manager

Negotiating Party: Ben Wright, Peninsula Open Space Trust

Under Negotiation: Terms and Conditions

ADJOURNMENT

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

ANNOUNCE OUT OF CLOSED SESSION

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.

SPECIAL ORDERS OF THE DAY

- Introduction of Staff
 - Ashley Mac, Planner III, Planning Department

ADOPTION OF AGENDA

BOARD BUSINESS

Public comment on agenda items at the time each item is considered by the Board of Directors.

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 December 10, 2022 Board meeting minutes**
- 2. Claims Report**
- 3. Fiscal Year 2022 Annual Financial Report (R-23-19)**

Staff Contact: Andrew Taylor, Finance Manager

General Manager's Recommendation:

1. Review and accept the Fiscal Year 2021-22 (FY22) Annual Financial Report.
2. Adopt a resolution approving the transfer of a total of \$7.65 million from the General Fund Unassigned Fund balance consisting of: \$5.0 million to the Committed for Infrastructure Fund; \$1.65 million to the Committed Fund for Future Acquisitions and Capital Projects; and \$1.0 million to the Committed for Equipment Replacement Fund.

4. Contract Amendment with Koff and Associates for Compensation and Classification Studies (R-23-22)

Staff Contact: Candice Basnight, Human Resources Manager

General Manager's Recommendation: Authorize the General Manager to amend the professional services contract with Koff and Associates to increase the contract amount by \$130,000 and extend the contract to December 31, 2024, for a total amount not to exceed \$180,000 to conduct compensation and classification studies as needed.

5. Reclassification of the vacant and new Property Management Specialist II position to Resource Management Specialist III to Manage the Conservation Grazing Program and Agricultural Land Management Projects (R-23-23)

Staff Contact: Brandon Stewart, Land and Facilities Manager

General Manager's Recommendation: Approve a position reclassification from Property Management Specialist II to Resource Management Specialist III to recruit qualified applicants with the specialized expertise, training, and credentials to manage the Conservation Grazing Program and agricultural land projects.

6. Award of Contract to ICF Inc., for a new Fleet Transition Plan for Transitioning to Low- and Zero-Emissions Vehicles and Improving the Management of Vehicles and Heavy Equipment (R-23-24)

Staff Contact: Benjamin Talavera, Management Analyst II, Land and Facilities

General Manager's Recommendation:

1. Authorize the General Manager to enter into a contract with ICF Inc., of San Francisco, California for a not-to-exceed base contract amount of \$99,969.
2. Authorize a 10% contract contingency in the amount of \$9,997, if necessary, to be reserved for work beyond the current scope to complete the Fleet Transition Plan, bringing the total contract to a not-to-exceed amount of \$109,966.

BOARD BUSINESS

Public comment on agenda items at the time each item is considered by the Board of Directors.

7. Human-Mountain Lion Interaction Study and Management Plan Annual Update (Year 2) (R-23-25)

Staff Contact: Matt Sharp Chaney, Resource Management Specialist II, Natural Resources

General Manager's Recommendation: Receive a presentation and provide feedback on the second annual update of the five-year Human-Mountain Lion Interaction Study. No Board action required.

8. Award of Contract to Baker Tilly to Refresh the 2015 Financial and Operational Sustainability Model (R-23-26)

Staff Contact: Stefan Jaskulak, Chief Financial Officer/Director of Administrative Services, Office of the General Manager

General Manager's Recommendation:

1. Authorize the General Manager to enter into a contract with Baker Tilly for a not-to-exceed base contract amount of \$209,900.

2. Authorize a contingency of 10% in the amount of \$20,990 to be reserved for additional tasks to complete the scope of work, bringing the total not-to-exceed contract amount to \$230,890.

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

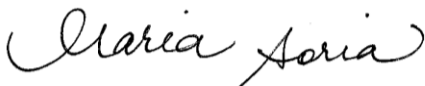
**Times are estimated and items may appear earlier or later than listed. Agenda is subject to change of order.*

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 5050 El Camino Real, Los Altos, California 94022

CERTIFICATION OF POSTING OF AGENDA

I, Maria Soria, 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 February 16, 2023, at the Administrative Offices of MROSD, 5050 El Camino Real, 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>.



Maria Soria, CMC, CPMC
District Clerk

