



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

**Wednesday, June 14, 2023**

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

**A G E N D A**

*Midpeninsula Regional Open Space District Board meetings are held in person at the District's Administrative Office, and by teleconference pursuant to Government Code Section 54953. Members of the public can attend and participate in the meeting 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/87958782283> or listening to the meeting by dialing (669) 900-6833 or (346) 248-7799 (Meeting ID 879 5878 2283).*

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

- Written comments may be submitted via the public comment form at: <https://www.openspace.org/public-comment>.*
- 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.*
- 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 LEGAL COUNSEL - EXISTING LITIGATION –  
Government Code 54956.9(d)(1) (2 case)**

*San Mateo County Farm Bureau v. California Coastal Commission, et al., Sacramento County Superior Court Case No. 34-2021-80003604-CU-WM-GDS*

*San Mateo County Farm Bureau v. San Mateo County et al., San Mateo County Superior Court Case No. 22-CIV-04510*

**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**

- Sarah Araya - Procurement Program Manager
- Katie Gilmur – DEI Specialist

**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 March 22, 2023 and April 12, 2023 Board meeting minutes**
- 2. Claims Report**
- 3. Award of Contract for Custodial Services at Five Staff Facility Offices, Daniels Nature Center and Rancho San Antonio County Park Restrooms (R-23-61)**

Staff Contact: Joe Mackessy, Facilities Supervisor, Land & Facilities

General Manager's Recommendations:

1. Authorize the General Manager to execute an initial one-year term contract with Del Rey Building Maintenance in the amount of \$160,810 to provide custodial services for the Administrative Office, Skyline Field Office, South Area Office, Coastal Area Outpost, Foothills Field Office, Daniels Nature Center, and Rancho San Antonio County Park Restrooms.
2. Authorize the General Manager to extend the contract with Del Rey Building Maintenance for up to three additional one-year terms for a cost reflecting the original base price with a 5% maximum annual inflationary adjustment, for a not-to-exceed four-year contract amount of \$693,111.
3. Authorize a contingency in the amount of \$5,000 per year to address unforeseen cleaning services, for a total not-to-exceed contingency amount of \$20,000 over four years, and a grand total not-to-exceed contract amount of \$713,111 over the four-year term.

**4. Award of Contract to Complete the White Barn Structural Stabilization Project in La Honda Creek Open Space Preserve (R-23-62)**

Staff Contact: Leigh Guggemos, Capital Project Manager III, Engineering and Construction Department

General Manager's Recommendations:

1. Authorize an award of contract to SAE Consulting Engineering of San Jose, CA for a not-to-exceed base contract amount of \$341,780.
2. Authorize to award of a Bid Alternate in the amount of \$23,950 for the replacement of the existing metal roofing, bringing the base contract amount to \$365,730.
3. Authorize a contingency of 10% in the amount of \$36,573 to be reserved for unanticipated issues, bringing the total not-to-exceed contract to \$402,303.

**5. Authorization to Contribute a \$1.5 Million Payment from Fiscal Year 2022-2023 Budget Savings to the Section 115 Trust Administered by Public Agency Retirement Services (PARS) (R-23-63)**

Staff Contact: Rafaela Ocegüera, Budget & Finance Manager

General Manager's Recommendation: Authorize the General Manager to deposit \$1.5 Million into the Midpeninsula Regional Open Space District's PARS account established under a Section 115 Trust to pre-fund pension obligations.

**6. Contract Amendment for Temporary Administrative Staffing Services in the Budget and Finance Department to address Vacancies (R-23-64)**

Staff Contact: Candice Basnight, Human Resources Manager

General Manager's Recommendation: Authorize the General Manager to amend a professional services contract with Robert Half International Inc., increasing the contract amount by \$150,000 and extending the contract to December 31, 2024, for a total amount not to exceed \$200,000, for temporary administrative staffing services in the Budget and Finance Department to address vacancies while new recruitments are underway.

**BOARD BUSINESS**

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

**7. Controller's Report on the Proposed Fiscal Year 2023-24 Budget (R-23-65)**

Staff Contact: Michael L. Foster, Controller

General Manager's Recommendations: Accept the Controller's Report on the Fiscal Year 2023-24 Budget.

**8. Fiscal Year 2023-24 Budget and Capital Improvement and Action Plan (R-23-66)**

Staff Contact: Stefan Jaskulak, Chief Financial Officer and Director of Administrative Services

General Manager's Recommendations:

1. Adopt a Resolution approving the Fiscal Year 2023-24 Budget and Capital Improvement and Action Plan.
2. Adopt a Resolution approving the Classification and Compensation Plan for Fiscal Year 2023-24.

**9. 2022 Greenhouse Gas Inventory Report and Next Steps for the Climate Change Program (R-23-68)**

Staff Contact: Sophie Christel, Management Analyst I, Natural Resources

General Manager's Recommendations: Receive a report on the Greenhouse Gas Emissions of the Midpeninsula Regional Open Space District for calendar year 2022 and a summary of progress and upcoming actions under the Climate Change Program. No board action is required.

**10. Closure of Completed Measure AA Portfolios #18 *South Bay Foothills: Saratoga-to-the-Sea Trail and Wildlife Corridor* and #23 *Sierra Azul: Mt. Umunhum Public Access and Interpretation Projects* and Reallocation of Remaining Portfolio Funds to Portfolio #03 *Purisima Creek Redwoods: Purisima-to-Sea Trail, Watershed Protection and Conservation Grazing* (R-23-67)**

Staff Contact: Rafaela Ocegüera, Budget & Analysis Manager

General Manager's Recommendation:

By 2/3 Majority Vote of the Board of Directors, adopt a Resolution amending the Expenditure Plan for Measure AA as follows:

- Reduce the funding allocation of Portfolio #18 *South Bay Foothills: Saratoga-to-the-Sea Trail and Wildlife Corridor* from \$1,365,000 to \$1,164,189;
- Reduce the funding allocation of Portfolio #23 *Sierra Azul: Mt. Umunhum Public Access and Interpretation Projects* from \$27,972,000 to \$21,814,891; and
- Reallocate the remaining funds totaling \$6,357,920 in Portfolios #18 and #23 to increase the funding allocation of Portfolio #03 *Purisima Creek Redwoods: Purisima-to-Sea Trail, Watershed Protection and Conservation Grazing* from \$7,608,000 to \$13,965,920.

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 June 8, 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, MMC, CPMC  
District Clerk

