



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

Wednesday, June 28, 2023

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/82813292983> or listening to the meeting by dialing (669) 900-6833 or (346) 248-7799 (Meeting ID 828 1329 2983).*

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.*

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

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 April 26, 2023 Board meeting minutes**
2. **Claims Report**
3. **Amend the Midpeninsula Regional Open Space District's Classification and Compensation Plan to reflect Phase I Compensation Study Findings for Certain Unrepresented Office, Supervisor, and Management Employees (R-23-71)**

Staff Contact: Rebecca Wolfe, Human Resources Supervisor

General Manager's Recommendations:

Adopt a resolution amending the Classification and Compensation Plan based on the findings of a recent Compensation Study for the purpose of remaining competitive within the labor market and attracting and retaining a qualified workforce, as follows:

1. Reassign the Human Resources Manager and Information Systems & Technology Manager from a current salary range of 48 to a new salary range of 51, which also brings the salary range for the two department manager positions to be equivalent to that of other department manager positions.
 2. Reassign the Information Technology Technician I from a current salary range of 22 to a new salary range of 24.
 3. Reassign the Information Technology Technician II from a current salary range of 27 to a new salary range of 29.
4. **Award of Contract with Grassroots Ecology to Conduct Service-Learning Natural Resource Stewardship Activities that Engage the Public (R-23-72)**

Staff Contact: Coty Sifuentes-Winter, Senior Resource Management Specialist, Natural Resources

General Manager's Recommendation: Authorize the General Manager to enter into a four-year agreement with Grassroots Ecology of Palo Alto, California to provide service-learning events for an amount not to exceed \$408,000, a portion of which (up to \$250,000) is reimbursable through an existing grant.

5. **Contract Amendment for Lehigh Quarry Ridgeline Easement Monitoring (R-23-73)**

Staff Contact: David Liefert, Water Resources Specialist, Natural Resources

General Manager's Recommendations:

1. Authorize the General Manager to amend a professional services contract with Cotton, Shires and Associates, Inc., to provide additional monitoring and reporting related to Easements protecting Rancho San Antonio Open Space Preserve and County Park from activities at the neighboring Lehigh Cement Plant and Quarry for Years 2 and 3 in the amount of \$15,800.
2. Authorize an allowance of \$8,640 for additional data processing and graphics in Years 2 and 3 if significant changes in topography are noted during monitoring (allowance would only be spent if the topographic changes indicate a potential breach of one of the easements), bringing the total not-to-exceed contract amount to \$72,940.

6. Annual Review of and Proposed Updates to the Fiscal Management Policies (R-23-74)

Staff Contact: Rafaela Ocegüera, Budget & Finance Manager

General Manager's and Controller's Recommendations:

1. Adopt the proposed amendments to Board Policy 3.07 – *Fund Balance Policy*.
2. Adopt the proposed amendments to Board Policy 3.08 – *Investment Policy*.
3. Affirm Board Policy 3.09 - *Debt Management Policy*.

BOARD BUSINESS

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

7. Hawthorns Area Plan — Public Access Working Group Appointments (R-23-75)

Staff Contact: Tina Hugg, Senior Planner, Planning Department and Ashley Mac, Planner III, Planning Department

General Manager's Recommendation: Appoint members to serve on the Hawthorns Area Public Access Working Group as listed in the staff report.

8. Oral Presentation – Planning Department Overview

Staff Contact: Planning Manager Jane Mark

General Manager's Recommendation: No Board action required.

9. Oral Presentation – Natural Resources Department Overview

Staff Contact: Natural Resources Manager Kirk Lenington

General Manager's Recommendation: No Board action required.

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.

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 22, 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

