



Midpeninsula Regional  
Open Space District

October 28, 2014  
Board Meeting 14-30

## **SPECIAL MEETING**

**BOARD OF DIRECTORS**  
**MIDPENINSULA REGIONAL OPEN SPACE DISTRICT**  
Historic Adobe Building  
157 Moffett Boulevard, Mountain View 94043

**Tuesday, October 28, 2014**

**APPROVED MINUTES\***

### **SPECIAL MEETING – STUDY SESSION**

#### **CALL TO ORDER**

President Harris called the Special Meeting of the Midpeninsula Regional Open Space District Board of Directors to order at 9:17 a.m.

#### **ROLL CALL**

Members Present: Jed Cyr, Nonette Hanko, Cecily Harris, Larry Hassett, Yoriko Kishimoto, Curt Riffle, and Pete Siemens

Members Absent: None

Staff Present: General Manager Steve Abbors, Assistant General Manager Ana Ruiz, Assistant General Manager Kevin Woodhouse, General Counsel Sheryl Schaffner, Planning Manager Jane Mark, Natural Resources Manager Kirk Lenington, Real Property Manager Mike Williams, Operations Manager Michael Newburn, Human Resources Supervisor Candice Basnight, Public Affairs Manager Shelly Lewis, Administrative Services Manager Kate Drayson, and District Clerk Jennifer Woodworth

### **III. ORAL COMMUNICATIONS**

Frank Bakonyi, expressed his interest in the Bear Creek Stables and the decision making process of public agencies.

### **IV. ADOPTION OF AGENDA**

**Motion:** Director Riffle moved, and Director Hanko seconded the motion to adopt the agenda.

**VOTE: 7-0-0**

### III. BOARD BUSINESS

#### 1. Annual Review of the Strategic Plan Goals and Objectives to Guide the District's Focus for FY2015-16 (R-14-136)

General Manager Steve Abbors provided comments regarding the Board's annual review of the Strategic Plan, the ongoing Financial and Operational Sustainability Model Study (FOSM), upcoming Board study sessions, and the agenda for the day's workshop.

Assistant General Manager Ana Ruiz provided the staff presentation outlining emerging issues the District will face in the coming year and how the District can adapt to those changes. Ms. Ruiz described the environmental scan completed by District staff to identify emerging issues and outlined major takeaways from the completed environmental scan. These include additional attention to working with diverse populations in the public to provide District benefits, need for added staffing and streamlining District processes to complete Measure AA projects, response to statewide drought conditions by preserving current water rights and seeking new water sources, and evaluation of workplace practices and staff facility needs.

Director Riffle provided comments on the District's ability to engage members of the public and respond to the public's need for District services. Director Riffle also suggested the Board must also adapt to the changing issues.

Mr. Abbors commented that the Board will be having another retreat in January to discuss Board governance issues as suggested by Director Riffle.

Director Harris provided comments regarding continuing public engagement through traditional and emerging forms of communication in order to reach various generations and cultural demographics.

Ms. Ruiz summarized key categories of the Action Plan for FY2015-16 including Measure AA/Vision Plan Priority Projects, implementation of FOSM recommendations, and policy development.

Director Riffle expressed his concern that the District is focusing too much on examining internal processes, but as the District is becoming more known in the public and there continues to be a need for public outreach and engagement.

Ms. Ruiz and Mr. Abbors explained that the key categories being summarized today largely fall within the third goal of the Strategic Plan, "Strengthen organizational capacity to fulfill the mission." Continued public outreach and engagement are within the first and second goals of the Strategic Plan, to which staff suggests minimal edits.

Assistant General Manager Kevin Woodhouse summarized proposed edits to the Strategic Plan as suggested by staff.

Director Riffle suggested staff return with a progress report in future years, so the Board can gauge how successfully the District is implementing the Strategic Plan.

**Motion:** Director Kishimoto moved, and Director Riffle seconded a motion to adopt the proposed changes to the Strategic Plan, as amended by the Board, to effectively respond to changes in the surrounding environment.

**VOTE: 7-0-0**

The Board of Directors recessed at 11:29 a.m. and reconvened at 11:53 a.m. with all Directors present.

**2. Proposed 2015 Master Calendar for Board and Committee Meetings (R-14-133)**

District Clerk Jennifer Woodworth provided the staff report summarizing various reasons for a Board adopted Master Calendar to assist with scheduling meetings and accommodating Board member and staff schedules.

The Board discussed whether there exists a need to schedule additional meeting in November and December of 2015.

Ms. Woodworth explained that additional meetings have not yet been scheduled for November or December because Board policy states that the second meetings in November and December will be canceled unless the Board President determines that additional meetings are needed. Ms. Woodworth explained that she can work with the incoming Board President in January to determine if additional meetings are needed.

The members of the Board requested the District Clerk schedule additional meetings for November and December, which may be canceled at a later date if not needed.

Public hearing opened at 12:28 p.m.

No speakers present.

Public hearing closed at 12:28 p.m.

**Motion:** Director Riffle moved, and Director Kishimoto seconded the motion to adopt the 2015 Master Calendar for Board and Committee Meetings, with the understanding that additional meetings will be scheduled in November and December to be held as necessary.

**VOTE: 7-0-0**

The Board recessed at 12:32 p.m. and reconvened at 12:43 p.m. with all Directors present.

**3. Proposed Study Issues Process (R-14-132)**

District Clerk Jennifer Woodworth summarized the proposed Study Issue process described in the draft Board policy.

The Board of Directors discussed the pros and cons of the proposed study issues process and requested staff return with a revised policy at the Board retreat planned for January 2015.

Public hearing opened at 2:03 p.m.

No speakers present.

Public hearing closed at 2:03 p.m.

**Motion:** Director Siemens moved, and Director Hassett seconded the motion to direct staff return to the Board at the January 2015 Board retreat with a revised policy to include address the comments and concerns raised by the Board.

**VOTE: 7-0-0**

**X. ADJOURNMENT**

President Harris adjourned the special meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 2:11 p.m.

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Jennifer Woodworth, CMC  
District Clerk