



Midpeninsula Regional
Open Space District

Meeting 15-04

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

330 Distel Circle
Los Altos, CA 94022

**Wednesday, February 11, 2015
7:00 P.M.**

A G E N D A

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

ORAL COMMUNICATIONS

The Board President will invite public comment on items not the agenda. Each speaker will ordinarily be limited to three minutes; however, the Brown Act (Open Meeting Law) does not allow action by the Board of Directors on any item not on the agenda. If you wish to address the Board, please complete a speaker card and give it to the District Clerk. Individuals are limited to one appearance during this section.

ADOPTION OF AGENDA

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 Minutes of the [January 28, 2015 Board Meeting](#)
2. Approve [Claims Report](#)
3. [Resolution Commending and Honoring the San Mateo County Resource Conservation District on its 75th Anniversary](#)

Staff Contact: Julie Amato, Community Outreach Specialist

General Manager's Recommendation: Approve the resolution Commending and Honoring the San Mateo County Resource Conservation District on its 75th Anniversary.

BOARD BUSINESS

The President will invite public comment on agenda items at the time each item is considered by the Board of Directors. Each speaker will ordinarily be limited to three minutes. Alternately, you may comment to the Board by a written communication, which the Board appreciates.

4. [**Contract Award for Design and Planning Services for Bear Creek Stables Site Plan and Planning and Environmental Review Services for the Expedited Bear Creek Redwoods Open Space Preserve Plan \(R-15-25\)**](#)

Staff Contact: Gretchen Laustsen, Planner II

General Manager's Recommendation: Authorize the General Manager to enter into a professional services contract with Populous, Inc., for an amount of \$48,650 to develop site design alternatives for Bear Creek Stables, plus an additional \$150,000 to complete the Bear Creek Redwoods Open Space Preserve Plan and environmental review. In addition, authorize a 15% contingency of \$30,000 to cover unforeseen requirements, for a not-to-exceed total contract amount of \$228,650.

5. [**Informational Report on the Outreach and Communication Plan for Fiscal Year 2015-16 \(R-15-28\)**](#)

Staff Contact: Shelly Lewis, Public Affairs Manager

General Manager's Recommendation: Receive an informational report by Shelly Lewis, Public Affairs Manager.

6. [**Proposed Purchase of the Riggs Property as an addition to Purisima Creek Redwoods Open Space Preserve located at the end of Lucy Lane in unincorporated San Mateo County \(Assessor's Parcel Number 066-320-120\) \(R-15-19\)**](#)

Staff Contact: Mike Williams, Real Property Manager

General Manager's Recommendations:

1. Determine that the recommended actions are categorically exempt from the California Environmental Quality Act (CEQA) as set out in the staff report.
2. Adopt a Resolution authorizing the purchase of the Riggs' property.
3. Adopt a Preliminary Use and Management Plan for the property as contained in the staff report.
4. Indicate the intention to withhold the Riggs property as public open space.

7. [**General Manager's Purchasing Authority in Public Resources Code Section 5549 \(R-15-24\)**](#)

Staff Contact: Shelly Lewis, Public Affairs Manager

General Manager's Recommendation: Approve the concept of increasing the General Manager's purchasing authority in Public Resources Code Section 5549 from \$25,000 to \$100,000 in order to achieve administrative efficiencies while maintaining competitive public contracting procedures, and direct the General Manager to work with the District's state legislators to introduce legislation to make this change.

8. [**Approval of Salary Adjustments and Amendments to Employment Agreements for the Board Appointees: General Manager, General Counsel and District Controller \(R-15-26\)**](#)

Staff Contact: Candice Basnight, Human Resources Supervisor

Board Appointee Evaluation Committee's Recommendations:

1. As a result of the Board's evaluation of the performance of the District's Board Appointees for Fiscal Year 2013-14, the Board Appointee Evaluation Ad Hoc Committee recommends the following compensation adjustments for its Board Appointees for Fiscal Year 2014-15: Adjust the General Manager's base salary upward to \$216,323; adjust the General Counsel's base salary upward to \$203,992; and adjust the Controller's base salary upward to \$45,153.
2. Adopt the attached resolutions approving the salary adjustments set out in Recommendation

and authorizing the Board President to execute the commensurate related amendments to the Board Appointee Employment Agreements.

3. Adopt the attached resolution approving adjustments to the Employer Paid Member Contributions to the California Public Employees Retirement System

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 factual information; request staff to report back 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

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 February 6, 2015, at the Administrative Offices of MROSD, 330 Distel Circle, Los Altos California, 94022. Agenda materials are also available on the District's website at <http://www.openspace.org>.

Jennifer Woodworth

Signed February 6, 2015 at Los Altos, California.

