



Midpeninsula Regional
Open Space District

NOTICE OF SPECIAL AND REGULAR BOARD MEETING

Meeting 25-29

Board Room of the Midpeninsula Regional
Open Space District Administrative Office
5050 El Camino Real, Los Altos, CA 94022

AGENDA

Wednesday, October 22, 2025

Special Meeting starts at 5:00 PM
Regular Meeting starts at 7:00 PM*

TELECONFERENCE NOTICE

Pursuant to Government Code Section 54953, Subdivision (b), Director Kersteen-Tucker will participate from 776 Buena Vista St. Moss Beach, CA 94038. This Notice and Agenda will be posted at the teleconference location. Accessibility to and public comment from this address will be provided as required by Government Code Section 54953(b)(3).

The Midpeninsula Regional Open Space District (Midpen) Board meetings are held in person at the District's Administrative Office, and by teleconference pursuant to Government Code Section 54953.

PUBLIC ATTENDANCE OPTIONS

1. In person at the Midpen Administrative Office: the Board Room is open to the public during meetings of the Board of Directors.
2. Remotely via Zoom: Join the meeting conference by clicking this link:
<https://openspace.zoom.us/j/86749606159>
3. By phone: dial (669) 900-6833 or (346) 248-7799 and enter the Meeting ID: 867 4960 6159

SUBMITTAL OF PUBLIC COMMENTS

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 when public comment on the agenda item is closed as follows:
 - In-person attendance: submit a request via the paper-based public comment form at the meeting.
 - Remote attendance: submit a request through the public comment form at: <https://www.openspace.org/public-comment>.
- Any comments received after the deadline will be provided to the Board after the meeting.

SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

ROLL CALL

- 5:00 1. CLOSED SESSION CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)**
Property: Santa Clara County APN: 558-31-008
Agency Negotiator: Lupe Hernandez, Real Property Agent II
Negotiating Party: Santa Clara County Tax Collector
Under Negotiation: Purchase Terms

5:30 TIME CERTAIN

- 2. Consideration of the Draft Schematic Design for the Skyline Field Office Project as the project description to initiate CEQA Environmental Review (R-25-127)**

Staff Contact: Galli Basson, Planner III, Planning Department

General Manager's Recommendation: Accept the Draft Schematic Design for the Skyline Field Office Project, with any amendments by the Board of Directors, as the project description and scope to initiate environmental review under the California Environmental Quality Act (CEQA).

ADJOURN THE SPECIAL MEETING

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

ROLL CALL

REPORT 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.

ADOPTION OF AGENDA

SPECIAL ORDERS OF THE DAY

Introduction of Staff

- Miranda Melen, Ecologist III, Integrated Pest Management Coordinator
- Christian Raumann, Senior Technologist

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 October 8, 2025 meeting minutes**
- 2. Claims Report**

3. Proposed Purchase of the Tabachnik Trust Property in unincorporated San Mateo County (Assessor's Parcel Numbers 066-300-010 (portion) and 066-300-020) as an addition to Tunitas Creek Open Space Preserve (R-25-128)

Staff Contact: Jasmine Leong, Real Property Agent II, Real Property Department

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 various real property assets: a conservation easement, reciprocal access easements, and fee title of a portion of the Tabachnik Trust Property and amending the Fiscal Year 2025-26 Budget to increase the Measure AA Fund Capital budget in the amount of \$950,000 and an additional adjustment of \$10,000 for miscellaneous costs related to the transaction.
3. Adopt a Preliminary Use and Management Plan, as set out in the staff report.
4. Withhold dedication of the Tabachnik Trust Property as public open space at this time.

4. Partnership Agreement with Grassroots Ecology to Complete the Bear Creek Stables Hillside Restoration (R-25-129)

Staff Contact: Amanda Mills, Resource Management Specialist II, Natural Resources Department

General Manager's Recommendation: Authorize the General Manager to enter into a partnership agreement with Grassroots Ecology for native plant installation and establishment with a term of two (2) years and a not-to-exceed contract amount of \$98,430 to complete the Bear Creek Stables Hillside Restoration consistent with the Bear Creek Redwoods Preserve Plan and Bear Creek Stables Repair Plan.

5. Records Retention Schedule Amendment (R-25-130)

Staff Contact: Maria Soria, District Clerk/Assistant to General Manager, General Manager's Office

General Manager's Recommendation: Adopt a resolution approving revisions to the records retention schedule.

6. Amendment to Pacific Office Automation contract for Copy Machine Lease to add funds for usage payments. (R-25-131)

Staff Contact: Sarah Araya, Procurement Program Manager, Kimberly Whelan, Senior Procurement Technician, Administrative Services Department

General Manager's Recommendation: Authorize the increase to Pacific Office Automation's copy machine lease contract by \$20,000 to include usage charges, for a not-to-exceed contract amount of \$69,500.

7. Change in Provider for Employee Life Insurance, Accidental Death & Dismemberment (AD&D) and Long-Term Disability (LTD) Insurance (R-25-132)

Staff Contact: Rebecca Wolfe, Human Resources Supervisor, Human Resources Department

General Manager's Recommendation: Adopt a Resolution authorizing the Midpeninsula Regional Open Space District to Purchase Employee Life Insurance, Accidental Death & Dismemberment (AD&D) and Long-Term Disability (LTD) Insurance through the Public Risk Innovation, Solutions, and Management Authority (PRISM) via Voya Financial, Inc.

BOARD BUSINESS

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

8. Consideration of the proposed Purisima Creek Redwoods Open Space Preserve - Comprehensive Use and Management Plan, which includes New Public Access and Habitat Restoration Projects, as the project description to initiate CEQA Environmental Review (R-25-133)

Staff Contact: Brittany Wheatman, AICP, Planner II, Planning Department

General Manager's Recommendations: Confirm the proposed Comprehensive Use and Management Plan (Plan, CUMP) components for Purisima Creek Redwoods Open Space Preserve, with any final amendments approved by the Board, as the project description to initiate environmental review under the California Environmental Quality Act (CEQA). The CUMP incorporates the feedback received from the Planning and Natural Resources Committee.

9. Amendment to the Interim, Short-term Bear Creek Stables Services Agreement with the Friends of Bear Creek Stables and an Update on Phase 0 Site Improvements (R-25-134)

Staff Contact: Brian Malone, Assistant General Manager, General Manager's Office

General Manager's Recommendation: Amend the current short-term Stables Services Agreement with the Friends of Bear Creek Stables to extend the term for approximately seven months to June 30, 2026, and by an additional \$56,000, for a total not to exceed contract of \$156,000. This extension will provide the additional time necessary to finalize a long-term agreement that can be recommended to the Board of Directors for approval.

10. First Reading of an Ordinance Adopting the California Building Standards Code (R-25-135)

Staff Contact: Hilary Stevenson, General Counsel, General Counsel Department

General Manager's Recommendations:

1. Waive reading and introduce an ordinance adopting the 2025 California Building Standards Code.
2. Hold a public hearing on the proposed ordinance.
3. Direct the General Manager and General Counsel to prepare the ordinance for second reading/adoption at the November 12, 2025 Board meeting.

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. The Agenda is subject to a 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 October 16, 2025, 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 website at <http://www.openspace.org>.

Maria Soria

District Clerk

