



Midpeninsula Regional  
Open Space District

## NOTICE OF SPECIAL AND REGULAR BOARD MEETING

Meeting 25-32

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

### **REVISED AGENDA**

**Wednesday, December 10, 2025**

**Special Meeting starts at 5:30 PM**  
**Regular Meeting starts at 7:00 PM\***

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/84208697539>
3. By phone: dial (669) 900-6833 or (346) 248-7799 and enter the Meeting ID: 842 0869 7539

#### **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.

#### **5:30 SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT**

##### **ROLL CALL**

##### **1. Hawthorns Historic Complex Ad Hoc Committee Recommendations (R-25-157)**

Staff Contact: Planner III Erica Strohmeier and Senior Planner Tina Hugg, Planning Department

General Manager's Recommendations Select one of two options forwarded by the 2025 Hawthorns Historic Complex Ad Hoc Committee as described below:

1. Defer the Hawthorns Historic Complex Project until after the Hawthorns Area Plan is adopted and implementation of Area Plan projects is underway - *supported by a majority of the Committee and General Manager.*
2. Defer the Hawthorns Area Plan Project and redeploy staff resources to other priority endeavors – *supported by a minority of the Committee.*

#### **ADJOURNMENT**

### **7:00 SPECIAL MEETING OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT FINANCING AUTHORITY**

#### **ROLL CALL**

1. **Confirm Current Officers of the Financing Authority and Accept Report on the Midpeninsula Regional Open Space District Financing Authority activity for the Fiscal Year Ending June 30, 2025 (R-25-158)**

Staff Contact: Rafaela Ocegüera, Budget and Finance Manager, Budget and Finance Department

#### Executive Director's Recommendations:

1. Confirm the Current Officers of the Financing Authority.
2. Accept the report on the Financing Authority's debt issuance.

#### **ADJOURNMENT**

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

#### **ROLL CALL**

#### **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**

#### **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 November 12, 2025 meeting minutes**
2. **Claims Report**
3. **Quarter 1 Proposed Budget Amendments for the Fiscal Year ending June 30, 2026 (R-25-159)**

Staff Contact: Rafaela Ocegüera, Budget & Finance Manager, Budget & Finance Department

General Manager's Recommendation: Adopt a resolution approving the proposed Quarter 1 budget amendments for the fiscal year ending June 30, 2026.

**4. Fiscal Year 2025 Annual Financial Report (R-25-160)**

Staff Contact: Rafaela Ocegüera, Budget & Finance Manager, Budget & Finance Department

General Manager's Recommendations:

1. Review and accept the Fiscal Year 2024-25 (FY25) Annual Financial Report.
2. Adopt a resolution approving the transfer of \$9.5 million from the General Fund Unassigned Fund balance to the Committed for Infrastructure Fund.

**5. Award of Contract for Madonna Creek Spillway Design (R-25-161)**

Staff Contact: Senior Resource Management Specialist David Liefert

General Manager's Recommendations:

1. Authorize the General Manager to enter a contract with Terraphase Engineering to provide consulting services for spillway design and environmental permitting at Miramontes Ridge Open Space Preserve for a base amount not to exceed \$119,632.
2. Authorize a 10% contingency of \$11,963 to cover unforeseen circumstances for a total contract amount not to exceed \$131,595.

**6. Granite Data Solutions Computer Workstation Procurement (R-25-162)**

Staff Contact: IT Program Administrator Owen Sterzl, Information Systems & Technology Department

General Manager's Recommendation: Authorize the General Manager to purchase Dell computer workstations in the amount of \$70,000 from Granite Data Solutions.

**7. Renewal of GIS Software Enterprise Agreement (R-25-163)**

Staff Contact: GIS Program Administrator Jamie Hawk, Information Systems & Technology

General Manager's Recommendation: Authorize the General Manager to renew a three-year Small County and Municipality Government Enterprise Agreement for geographic information system (GIS) software licensing with Environmental Systems Research Institute, Inc., for an amount not-to-exceed \$191,628.

**8. Acceptance of a Gift of the Bonner Trust Property located in San Mateo County (Assessor's Parcel Number 083-290-040) as an addition to Russian Ridge Open Space Preserve (R-25-164)**

Staff Contact: Senior Real Property Agent Michael Williams, 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 General Manager or other appropriate officer to accept the Gift Deed of the Bonner Trust Property.
3. Adopt a Preliminary Use and Management Plan, as set out in the staff report.
4. Withhold dedication of the Bonner Trust Property as public open space at this time.

9. **Approve an Agreement to Exchange Interests in Real Property between Jikoji, a non-profit corporation (Jikoji), and Midpeninsula Regional Open Space District (District). District to receive a formal public trail easement for two existing trails that are currently open to the public and managed by the District, an access easement over all existing roads on the Jikoji property for patrol and maintenance purposes (no public access), and a 5-year license to conduct wildlife and plant studies along portions of Jikoji property (Santa Cruz County APNs 088-011-08 and 088-011-09) in exchange for District quitclaiming an unused roadway easement (where no roadway currently exists nor is needed) on Jikoji property (R-25-165)**

Staff Contact: Real Property Manager Allen Ishibashi, 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 report.
2. By a unanimous vote of the Board of Directors, adopt a resolution authorizing the General Manager or other appropriate officer to execute the Agreement to Exchange Interests in Real Property between the District and Jikoji, the easement and deeds referenced therein, license and related documents.
3. Amend the Use and Management Plan for Long Ridge Open Space Preserve to include the access and public trail easements to be acquired by the District.
4. Withhold dedication of the public trail easement and access easement to be acquired by the District as public open space at this time.

10. **Amendment to Memorandum of Understanding with the San Mateo Resource Conservation District for the Science and Stewardship Symposium (R-25-166)**

Staff Contact: Natural Resources Manager Kirk Lenington, Natural Resources Department

General Manager's Recommendation: Authorize the General Manager to amend the Memorandum of Understanding with the San Mateo Resource Conservation District (fiscal agent for the Santa Cruz Mountains Stewardship Network) to increase funding for the Science and Stewardship Symposium, raising the total not-to-exceed amount from the current \$12,000 to \$150,000 (a \$138,000 increase).

11. **Award of Contract to Panorama Environmental, Inc., for California Environmental Quality Act Services for the Skyline Field Office Rebuild Project (R-25-167)**

Staff Contact: Senior Planner Tina Hugg, Planning Department

General Manager's Recommendations:

1. Authorize the General Manager to execute a contract with Panorama Environmental Inc., to provide California Environmental Quality Act (CEQA) Services for the Skyline Field Office Rebuild Project for a base contract amount not to exceed \$141,531.
2. Authorize a 15% contingency in the amount of \$21,230 to cover unforeseen circumstances bringing the total not-to-exceed contract amount to \$162,761.
3. Authorize a separate contract allowance of \$20,000 for additional technical studies, if needed, bringing the not-to-exceed contract amount to \$182,761.

***~~Time Certain—To Be Heard No Earlier Than 7:15 P.M.~~***

**~~7:15 SPECIAL MEETING OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT FINANCING AUTHORITY~~**

**~~ADJOURNMENT TO THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT FINANCING AUTHORITY~~**

**~~ROLL CALL~~**

- ~~1. Confirm Current Officers of the Financing Authority and Accept Report on the Midpeninsula Regional Open Space District Financing Authority activity for the Fiscal Year Ending June 30, 2025 (R-25-158)~~**

~~Staff Contact: Rafaela Ocegüera, Budget and Finance Manager, Budget and Finance Department~~

~~Executive Director's Recommendations:~~

- ~~3. Confirm the Current Officers of the Financing Authority.~~  
~~4.3. Accept the report on the Financing Authority's debt issuance.~~

**~~ADJOURNMENT~~**

**~~RECONVENE TO THE REGULAR MEETING OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT~~**

**BOARD BUSINESS**

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

- 12. Beatty Area Parking and Trail Connections at Sierra Azul Open Space Preserve (R-25-168)**

Staff Contact: Mark Brandi, Senior Capital Project Manager, Engineering & Construction

General Manager's Recommendations:

1. Direct the General Manager to negotiate with Santa Clara County the suitable improvements for shared use of Santa Clara County's Miller Point Parking Area to serve as the staging/parking area for the Beatty Area trailhead at Sierra Azul Open Space Preserve, including a roadway crossing. Any improvements would be paid for and implemented by Midpeninsula Regional Open Space District.
2. Direct the General Manager to pursue a new trail connection and trail loop off the Beatty Property that connects the Miller Point Parking Area to the larger Sierra Azul Open Space Preserve trail system.
3. Approve a funding contribution of \$650,000 to support the final design and construction of a portion (subset of Zone 1 – highest priority zone) of the Alma Bridge Road Newt Passage Project, located north of the Beatty property, to serve as a pilot for the newt crossing improvements.
4. Direct the General Manager to return to the Board of Directors at a later date if/when parking demand at the Miller Point Parking Area consistently exceeds capacity to determine whether expanded parking should be considered.

### 13. 2024 Greenhouse Gas Inventory Report and Climate Program Update (R-25-169)

Staff Contact: Management Analyst II Sophie Christel, Natural Resources Department  
General Manager's Recommendation: Receive a report on the Greenhouse Gas Emissions of the Midpeninsula Regional Open Space District for calendar year 2024 and a summary of progress and upcoming actions under the Climate Change Program. No Board action is 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. 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 December 4, 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, MMC, CPMC, District Clerk

