



SPECIAL AND REGULAR MEETING

**BOARD OF DIRECTORS
MIDPENINSULA REGIONAL OPEN SPACE DISTRICT**

Wednesday, April 9, 2025

*The Board of Directors conducted this meeting in accordance with
California Government Code section 54953.*

DRAFT MINUTES

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

President Cyr called the special meeting of the Midpeninsula Regional Open Space District to order at 5:02 p.m.

ROLL CALL

Members Present: Jed Cyr, Craig Gleason, Karen Holman, Zoe Kersteen-Tucker, Margaret MacNiven, and Curt Riffle

Members Absent: Yoriko Kishimoto

Staff Present: General Manager Ana Ruiz, General Counsel Hilary Stevenson, Assistant General Manager Susanna Chan, Assistant General Manager Brian Malone, Chief Financial Officer/Director of Administrative Services Stefan Jaskulak, District Clerk/Assistant to the General Manager Maria Soria, Executive Assistant/Deputy District Clerk Shaylynn Nelson, Resource Management Specialist II Matt Sharp Chaney and Natural Resources Manager Kirk Lenington

President Cyr announced that the public has the opportunity to comment on the agenda, and the opportunity to listen to this meeting through the internet or via telephone. This information can be found on the meeting agenda, which was physically posted at the District's Administrative Office, and on the District website.

SPECIAL ORDERS OF THE DAY

- Presentation of proclamation in recognition of former Peninsula Open Space Trust President Walter T. Moore.

President Cyr called for a recess at 5:29 p.m. and resumed the meeting at 5:32 p.m. All Board members present.

1. Human-Mountain Lion Interaction Study and Management Plan Annual Update (Year 4) (R-25-39)

Resource Management Specialist II Matt Sharp Chaney and project manager for the Human-Mountain Lion Interaction Study introduced University of California Santa Cruz Biologist, John Morgan, who presented, and Natural Resources Manager Kirk Lenington assisted in answering Board questions.

Director Holman suggested that the map showing the estimated local mountain population size be made more reader friendly, as it contains a large amount of data.

Director Riffle suggested that a lunch and learn presentation could be held regarding human-mountain lion interactions, noting that the public would likely be interested.

Public comment opened at 6:50 p.m.

District Clerk/Assistant to the General Manager Maria Soria reported no public comments were submitted for the closed session.

Public comment closed at 6:50 p.m.

Motion: Director Riffle moved, and Director MacNiven seconded the motion to amend the existing agreement with the Santa Cruz Puma Project to extend the end date to May 31, 2026, and increase the total budget by \$100,000, to a grand total of \$600,000.

ROLL CALL VOTE: 6-0-0 (Director Kishimoto absent)

ADJOURNMENT

President Cyr adjourned the special meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 6:55 p.m.

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

President Cyr called the regular meeting of the Midpeninsula Regional Open Space District to order at 7:04 p.m.

ROLL CALL

Members Present: Jed Cyr, Craig Gleason, Karen Holman, Zoe Kersteen-Tucker, Margaret MacNiven, and Curt Riffle

Members Absent: Yoriko Kishimoto

Staff Present: General Counsel Hilary Stevenson, Controller Mike Foster, Acting General Manager Susanna Chan, Assistant General Manager Brian Malone, Chief Financial Officer/Director of Administrative Services Stefan Jaskulak, District Clerk/Assistant to the General Manager Maria

Soria, Executive Assistant/Deputy District Clerk Shaylynn Nelson,
Human Resources Manager Candice Basnight, and Human Resources
Supervisor Rebecca Wolfe

President Cyr announced that the public has the opportunity to comment on the agenda, and the opportunity to listen to this meeting through the internet or via telephone. This information can be found on the meeting agenda, which was physically posted at the District's Administrative Office, and on the District website.

REPORT OUT OF CLOSED SESSION

President Cyr reported the Board met in closed session, and no reportable action was taken.

ORAL COMMUNICATIONS

Public comment opened at 7:05 p.m.

The following people spoke in favor of allowing the extended Girouard family as a tenant at Rhus Ridge:

- Alec Siudzinski
- Jeremiah Girouard

Public comment closed at 7:11 p.m.

ADOPTION OF AGENDA

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

ROLL CALL VOTE: **6-0-0 (Director Kishimoto absent)**

INFORMATIONAL MEMORANDA

- Alma Bridge Road Newt Passage Project Update and Design Alternatives Selection
- Change in Scope for the Stevens Creek Shoreline Nature Study Area Restoration Project

CONSENT CALENDAR

Public comment opened at 7:14 p.m.

Barbara Hooper commented on agenda item #6—the award of a contract with Ascent Environmental to provide environmental review (CEQA) services for the La Honda Creek parking and trailhead access project. She expressed that coastside residents remain concerned about safe public access on Highway 84 and the importance of preserving the rural character, particularly on any changes to Highway 84 and the Red Barn. She inquired whether the public would be notified of any upcoming meetings for public involvement. Additionally, she asked whether the CEQA process includes feedback from Caltrans or if that would occur as a separate step. Lastly, she asked if any further meetings would be held in La Honda to provide updates as staff progresses with CEQA, and how residents would be notified of such meetings.

Acting General Manager Susanna Chan stated that staff would follow up with Ms. Hooper's questions offline.

Public comment closed at 7:17 p.m.

Motion: Director Gleason moved, and Director Kersteen-Tucker seconded the motion to approve the Consent Calendar.

ROLL CALL VOTE: 6-0-0 (Director Kishimoto absent)

1. **Approve the March 12 and March 26, 2025 Board meeting minutes**
2. **Approve Claims Report**
3. **Report from the Bond Oversight Committee to the Board of Directors for the review period from July 1, 2023 to June 30, 2024 (R-25-40)**

Committee Recommendation: The Bond Oversight Committee recommends that the Board of Directors accept this report.

4. **Authorize the General Manager to Amend a Contract with Buena Vista Services for Additional Road Assessment Work for the La Honda Forest Health Project (R-25-41)**

General Manager's Recommendation: Authorize the General Manager to amend the contract terms with Buena Vista Services to include Tim Best, Certified Engineering Geologist (CEG), as a sub-contractor for the La Honda Forest Health Project, and to amend the contract amount by \$25,300 to provide additional road assessment and engineering geology work, for a total not-to-exceed contract amount of \$117,300.

5. **Contract Amendment with Sicular Environmental Consulting and Natural Lands Management to provide additional technical support for the La Honda Forest Health Project (R-25-42)**

General Manager's Recommendation: Authorize the General Manager to amend a contract with Sicular Environmental Consulting and Natural Lands Management of Berkeley, California in the amount of \$30,000 to provide additional technical support for the La Honda Forest Health Project, bringing the contract to a new total not-to-exceed amount of \$187,293.

6. **Award of Contract with Ascent Environmental to provide Environmental Review (CEQA) Services for the La Honda Creek Parking and Trailhead Access Project (R-25-43)**

General Manager's Recommendations:

1. Authorize the General Manager to enter into a contract with Ascent Environmental to provide environmental review services to support the La Honda Creek Parking and Trailhead Access Project for a base amount not to exceed \$142,261.
2. Authorize a 15% contingency of \$21,340 to cover unforeseen conditions, for a total contract amount not-to-exceed \$163,601.

3. Authorize a separate contract allowance of \$25,000 for additional technical studies, if needed, bringing the not-to-exceed contract amount to \$188,601.

BOARD BUSINESS

7. Approval of Resolution establishing an Internal Auditor Function to be incorporated into the duties of the Controller (R-25-45)

Board Appointee Evaluation Committee Chair Curt Riffle presented on agenda item 7 and 8.

The Board agreed to consider agenda items 7 and 8 jointly and to take a single, consolidated vote on both items.

Public comment opened at 7:28 p.m.

Ms. Soria reported there were no public speakers for this item.

Public comment closed at 7:28 p.m.

Motion: President Cyr moved, and Director MacNiven seconded the motion to:

1. Adopt a resolution describing the role of the Internal Auditor and the procedure for performance or operational audits.
2. Approve the amendment to the Controller's Employment Agreement.
3. Adopt a Resolution to change the Classification and Compensation Plan to reflect the Amendment and approve an amended job description for Controller to reflect the Internal Auditor duties added to the position.

ROLL CALL VOTE: 6-0-0 (Director Kishimoto absent)

8. Amendment to the Controller's Employment Agreement (R-25-46)

Agenda item #8 was heard jointly with agenda item #7.

INFORMATIONAL REPORTS

A. Committee Reports

No reports.

B. Staff Reports

No reports.

C. Director Reports

Director MacNiven reported that she attended the April 6 Bay Nature's Heros Awards.

Director Holman reported that she attended an appreciation event held by the City of Palo Alto for former Santa Clara County Supervisor Joe Simitian.

Director Gleason thanked field staff for the work being conducted on St. Joseph's Hill.

Director Cyr reported that he attended the April 13, Santa Clara Valley Water Commission meeting.

ADJOURNMENT

President Cyr adjourned the regular meeting of the Board of Directors of the Midpeninsula Regional Open Space District meeting at 7:35 p.m.

Maria Soria, MMC
District Clerk