



SPECIAL AND REGULAR MEETING

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

Wednesday, September 10, 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 – CLOSED SESSION**

President Cyr called the special meeting of the Midpeninsula Regional Open Space District to order at 6:00 p.m.

ROLL CALL

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

Members Absent: None

Staff Present: District Clerk/Assistant to the General Manager Maria Soria

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.

**1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code
Section 54957(b)(1))**

Title of Employees: General Manager, Controller, General Counsel

Public comment opened at 6:01 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 6:01 p.m.

The Board convened into closed session at 6:01 p.m.

ADJOURNMENT

President Cyr adjourned the special meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 6:59 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, Yoriko Kishimoto, Margaret MacNiven, and Curt Riffle

Members Absent: None

Staff Present: General Manager Ana Ruiz, General Counsel Hilary Stevenson, 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 Stephanie Gross, and Skyline Area Manager Craig Beckman

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 7:04 p.m.

District Clerk Maria Soria reported there were no public speakers for this item.

Public comment closed at 7:04 p.m.

ADOPTION OF AGENDA

Motion: Director Kishimoto moved, and Director Gleason seconded the motion to adopt the agenda.

ROLL CALL VOTE: 7-0-0

SPECIAL ORDERS OF THE DAY

Proclamation

- Recognizing the Retirement of Craig Beckman, Skyline Area Manager

Public comment opened at 7:20 p.m.

- Meredith Manning congratulated Mr. Beckman on his retirement.

Public comment closed at 7:21 p.m.

CONSENT CALENDAR

Public comment opened at 7:24 p.m.

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

Public comment closed at 7:24 p.m.

Motion: Director Kishimoto moved, and Director Riffle seconded the motion to approve the Consent Calendar.

ROLL CALL VOTE: 7-0-0

1. **Approve the August 20, 2025, August 26, 2025, and August 27, 2025 meeting minutes**
2. **Approve Claims Report**
3. **Purchase of the Cunningham-Walsh Property located in unincorporated Santa Clara County as an addition to Sierra Azul Open Space Preserve (Assessor's Parcel Number 562-06-022) (R-25-116)**

General Manager's Recommendation:

1. Determine that the recommended actions are categorically exempt under the California Environmental Quality Act (CEQA), as set out in this report.
 2. Adopt a resolution authorizing execution of the Agreement and amending the FY2025-26 Budget to increase the Measure AA Fund Capital budget in the amount of \$1,560,000 and transfer \$40,000 from the General Fund Capital to the Measure AA Fund Capital budget.
 3. Adopt a Preliminary Use and Management Plan for the Property, as set out in this report.
 4. Adopt the attached Resolution authorizing the General Manager to file a notice of Williamson Act nonrenewal with Santa Clara County for Assessor's Parcel Number 562-06-022 (if it is determined that the Cunningham-Walsh Property is still encumbered with a Williamson Act Contract).
 5. Withhold dedication of the Cunningham-Walsh Property as public open space at this time.
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4. **Award of Contract to Roebbelen Contracting, Inc. to construct the Ravenswood Bay Trail Pedestrian Gate Project at Ravenswood Open Space Preserve (R-25-117)**

General Manager's Recommendation:

1. Authorize the General Manager to execute a contract with Roebbelen Contracting, Inc., for the Bay Trail Pedestrian Gate Project at Ravenswood Open Space Preserve for a not-to-exceed base contract amount of \$95,360.
2. Authorize a 15% contingency in the amount of \$14,304 to cover unforeseen tasks or construction support beyond the current scope, bringing the total not-to-exceed contract amount to \$109,664.

BOARD BUSINESS

5. Informational Presentation from California Joint Powers Insurance Authority (R-25-118)

General Counsel Hilary Stevenson introduced California Joint Powers Insurance Authority Senior Risk Manager Tim Karcz who provided the presentation.

Public comment opened at 8:24 p.m.

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

Public comment closed at 8:24 p.m.

No Board action was required.

INFORMATIONAL REPORTS

A. Committee Reports

Director Riffle reported on the Board Appointee Evaluation Committee held on September 2, 2025.

B. Staff Reports

General Manager Ana Ruiz reported on the Lennie Roberts Trail Dedication event held on Thursday, September 4. On August 28, she met with the Farm Bureau along with Directors MacNiven and Kersteen-Tucker. She also reported that she met with Peninsula Open Space Trust (POST) President Gordon Clark noting that the District and POST staff will schedule a strategic planning meeting in January. She also reported on her upcoming meetings with the new Santa Clara County Parks Director Todd Lofgren, and San Mateo County Supervisor Ray Mueller.

C. Director Reports

Director MacNiven reported that she attended the Lennie Roberts Trail Dedication event, the Farm Bureau meeting, and the Elkus Ranch 50th year dedication event.

Director Riffle reported that he attended the Lennie Roberts Trail Dedication event, tabled at the Los Altos Wellness Fair on September 8, 2025, and visited Los Vientos entrance at Pulgas Ridge. He recalled prior neighborhood apprehension regarding the entrance but observed only

one car, noting that the area was orderly and well maintained. He also commented that the new ADA trail was well constructed and used by many people.

Director Kersteen-Tucker reported that she attended the Lennie Roberts Trail Dedication event. She also reported that she has a meeting scheduled with Supervisor Mueller on September 12, one topic of discussion will be about the District's work in strengthening the relationship with the Farm Bureau.

Director Gleason reported that he attended the Lennie Roberts Trail Dedication event, also attended the Elkus Ranch 50th year dedication event.

Director Kishimoto reported that a memorial event is been planned for Jay Thorwaldson on October 24.

ADJOURNMENT

President Cyr adjourned the regular meeting of the Board of Directors of the Midpeninsula Regional Open Space District meeting at 8:34 p.m.

Maria Soria, MMC
District Clerk