



Midpeninsula Regional
Open Space District

MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

ACTION PLAN AND BUDGET COMMITTEE

Administrative Office
5050 El Camino Real
Los Altos, CA 94022

Tuesday, March 10, 2026

DRAFT MINUTES

CALL TO ORDER

Director Riffle called the meeting of the Action Plan and Budget Committee to order at 2:00 p.m.

ROLL CALL

Members present: Karen Holman, Margaret MacNiven, Curt Riffle

Members absent: None

Staff present: General Manager Ana M. 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, and Executive Assistant/Deputy District Clerk Shaylynn Nelson

ADOPTION OF AGENDA

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

ROLL CALL VOTE: 3-0-0

ORAL COMMUNICATIONS

Public comment opened at 2:01 p.m.

Deputy District Clerk Shaylynn Nelson reported there were no public speakers for this item.

Public comment closed at 2:01 p.m.

COMMITTEE BUSINESS

1. Select Committee Chair for 2026 Calendar Year

Director MacNiven nominated Director Holman to serve as the Committee Chair for calendar year 2026.

Director Holman accepted the nomination.

Public comment opened at 2:02 p.m.

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

Public comment closed at 2:02 p.m.

Motion: Director MacNiven moved, and Director Riffle seconded the motion to select Director Holman Committee Chair for Calendar Year 2026.

ROLL CALL VOTE: 3-0-0

2. Approve the July 8, 2025 Action Plan and Budget Committee Meeting Minutes

Public comment opened at 2:03 p.m.

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

Public comment closed at 2:03 p.m.

Motion: Director Riffle moved, and Director MacNiven seconded the motion to approve the July 8, 2025, Action Plan and Budget Committee meeting minutes.

ROLL CALL VOTE: 3-0-0

3. Reallocation of funds from Substantially Completed Measure AA Portfolios #09 Russian Ridge: Public Recreation, Grazing and Wildlife Protection Projects and #10 Coal Creek: Reopen Alpine Road for Trail Use to Portfolio #21 Bear Creek Redwoods: Public Recreation and Interpretive Projects (R-26-27)

Chief Financial Officer/Director of Administrative Services Stefan Jaskulak presented. Assistant General Manager Brian Malone, General Manager Ana Ruiz and Assistant Manager Susanna Chan assisted in answering questions.

Public comment opened at 2:42 p.m.

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

Public comment closed at 2:42 p.m.

Director MacNiven expressed concern about reallocating the remaining funds from Measure AA (MAA) Portfolios #09 and #10 to Portfolio #21.

Director Riffle expressed support for reallocating the remaining funds to Portfolio #21. He noted the Board of Directors (Board) previously identified Portfolio #21 projects for Bear Creek Redwoods, and particularly Bear Creek Stables, as a high priority project and the reallocation will allow staff to implement the Board's direction.

Chair Holman also expressed support for transferring the remaining funds to Portfolio #21 and agreed with Director Riffle that the transfer would allow staff to implement the decision previously made by the Board.

Director MacNiven further expressed concern about reallocating the entire remaining funds from Portfolios #9 and #10 to Portfolio 21. She explained it may be premature since over the next few years it will be difficult to get additional funding from the federal government and there are other projects, such as Purisima and Highway 17, which may also need additional funds.

Ms. Ruiz explained that the MAA 20-year plan has many projects which staff are pursuing besides Bear Creek Redwoods that will be part of the upcoming three-year Capital Improvement Action Plan. She stated that the reallocation will allow staff to reimburse costs that have incurred. She expressed that her goal is to complete projects in the Beak Creek Redwoods portfolio and then switch to different preserves to begin implementing other MAA obligations.

Director MacNiven commented that Bear Creek Redwoods has taken significant resources and her preference would be for the project to reach completion and to move forward with other projects. She acknowledged that staff is in support of the General Manager's recommendation which provides her with reassurance to support the recommendation.

Motion: Director Riffle moved, and Director MacNiven seconded the motion to confirm and forward a recommendation to the Board of Directors, with any changes requested by the Action Plan and Budget Committee, to: (1) deem Measure AA Portfolios #09 Russian Ridge: Public Recreation, Grazing and Wildlife Protection Projects and #10 Coal Creek: Reopen Alpine Road for Trail Use as substantially complete; and (2) reallocate remaining funds of \$9,525,212 to Portfolio #21 Bear Creek Redwoods: Public Recreation and Interpretive Projects.

ROLL CALL VOTE: 3-0-0

ADJOURNMENT

Chair Holman adjourned the meeting of the Action Plan and Budget Committee of the Midpeninsula Regional Open Space District at 2:56 p.m.

Shaylynn Nelson, Deputy District Clerk