



**SPECIAL AND REGULAR MEETING**

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

**Wednesday, June 10, 2026**

*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 Kersteen-Tucker called the special meeting of the Midpeninsula Regional Open Space District to order at 5:01 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 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, Senior Capital Project Manager Mark Brandi, and Foothills Area Superintendent Brad Pennington

President Kersteen-Tucker 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. Selection of design alternative for the Kennedy Trailhead Parking Area Improvement Project in Sierra Azul Open Space Preserve (R-26-79)**

Senior Capital Project Manager Mark Brandi presented. Foothills Area Superintendent Brad Pennington assisted with answering questions.

Director Holman inquired why staff is proposing asphalt surfacing for the right of way improvements instead of a tintable, recyclable, permeable concrete.

Mr. Brandi responded that options for the final surfacing can be considered during the design development process but noted that asphalt is a relatively cost-effective, stable surface that is able to handle the wear and tear of the driveway apron adjacent to the road. He stated that staff can consider the trade-offs of concrete surfacing.

Director Gleason inquired whether staff had usage information for bike racks at preserves other than Rancho San Antonio Open Space Preserve.

Mr. Brandi stated that staff can try to capture data to right-size the biking facility if there is a traffic study refresh conducted.

Public comment period opened.

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

Public comment period closed.

**Motion:** Director MacNiven moved, and Director Cyr seconded the motion to accept conceptual design option 1 forwarded by the Planning & Natural Resources Committee for the Kennedy Trailhead Parking Area Improvement Project.

**ROLL CALL VOTE: 7-0-0**

**ADJOURNMENT**

President Kersteen-Tucker adjourned the special meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 6:09 p.m.

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

President Kersteen-Tucker called the regular meeting of the Midpeninsula Regional Open Space District to order at 7:00 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: 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, Senior Resource Management Specialist David Liefert, Human Resources Manager Candice Basnight, Human Resources Supervisor Rebecca Wolfe, and Budget & Finance Manager Rafaela Ocegüera

President Kersteen-Tucker 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.

**ORAL COMMUNICATIONS**

Public comment period opened.

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

Public comment period closed.

**ADOPTION OF AGENDA**

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

**ROLL CALL VOTE: 7-0-0**

**INFORMATIONAL MEMORANDA**

- Request for Proposals and Qualifications for CEQA Services and Drafting a Sensitive Species Protection Program
- External grant application by San Mateo Resource Conservation District for restoration of Little Butano Creek, Cloverdale Ranch Open Space Preserve

**CONSENT CALENDAR**

Public comment period opened.

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

Public comment period closed.

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

**ROLL CALL VOTE: 7-0-0**

1. Approve the May 27, 2026 Board meeting minutes
2. Approve Claims Report
3. Call District Elections in Wards 1, 2, 5, and 6 and Request Election Consolidation Services from Santa Clara, San Mateo, and Santa Cruz Counties (R-26-80)

General Manager's Recommendations:

1. Adopt a Resolution of the Board of Directors of the Midpeninsula Regional Open Space District calling an election and requesting election consolidation services – Santa Clara County, Wards 1, 2, and 5.
2. Adopt a Resolution of the Board of Directors of the Midpeninsula Regional Open Space District calling an election and requesting election consolidation services – San Mateo County, Wards 5 and 6.
3. Adopt a Resolution of the Board of Directors of the Midpeninsula Regional Open Space District calling an election and requesting election consolidation services – Santa Cruz County, Ward 6.
4. Reconfirm Board Policy 1.07 (*Board Elections*) regarding a maximum of 200 words per candidate statement, payment of candidate statements and, if required by the respective county, translations of candidate statements pursuant to the Elections Code of the State of California, in those wards where two or more candidates have qualified to appear on the ballot.
5. Adopt a Resolution of the Board of Directors of the Midpeninsula Regional Open Space District authorizing not listing any unopposed candidate for election on the November 3, 2026, ballots of Santa Clara, San Mateo, and Santa Cruz Counties.

**4. Award of Contract for Driveway Repairs at the Incerpi and Cunha Residences (R-26-81)**

General Manager's Recommendations:

1. Authorize the General Manager to award a contract for driveway repairs at the Incerpi and Cunha residences to Silicon Valley Paving, Inc., of San Jose, California, for the base bid work consisting of oil screen and chip seal application, in an amount not to exceed \$126,812.
2. Authorize a 10% contingency in the amount of \$12,682 to be reserved for unanticipated issues, bringing the total not-to-exceed contract amount to \$139,494.

**5. Contract Amendment with Creekside Center for Earth Observation for the Study of Biochar Effects to Grassland Ecosystems (R-26-82)**

General Manager's Recommendation: Authorize the General Manager to amend a contract with Creekside Center for Earth Observation in the amount of \$39,989, with an additional 10% (\$6,575) in contingency funds, to revise the study plan for a new study site and conduct preliminary site surveys and soil testing, bringing the contract to a new total amount of \$72,330.

**6. Award of Contract with Herrera Environmental Consultants, Inc., for the Multi-Use Bridge Project in Bear Creek Redwoods Open Space Preserve (R-26-83)**

General Manager's Recommendations:

1. Authorize the General Manager to execute a contract with Herrera Environmental Consultants, Inc., in the amount of \$287,900 to provide engineering and design services for the Multi-Use Bridge Project.
2. Authorize a 15% contingency in the amount of \$43,185 to cover unforeseen circumstances, bringing the total not-to-exceed contract amount to \$331,085.

**7. Amendment to an On-Call Professional Services Agreement with CathyJon Enterprises dba HB Staffing to add funds for Temporary Staffing Services (R-26-84)**

General Manager's Recommendation: Authorize the General Manager to amend the on-call professional services agreement with CathyJon Enterprises dba HB Staffing for temporary staffing services to increase the contract amount by \$75,000, for a new, not-to-exceed total contract amount of \$128,000, and to extend the agreement through June 30, 2027.

**8. Partnership Agreement Extension with Grassroots Ecology for Community Engagement and Native Plant Landscape Maintenance at Cooley Landing Park and Ravenswood Open Space Preserve (R-26-85)**

General Manager's Recommendation: Authorize the General Manager to execute a one-year extension of the Partnership Agreement with Grassroots Ecology for the period of July 1, 2026, through June 30, 2027, and increase the contribution amount by \$51,750, to a new, not-to-exceed total amount of \$333,250.

**BOARD BUSINESS**

**9. Annual Public Hearing and Report on Vacancies and Recruitment and Retention Efforts (Assembly Bill 2561/Government Code Section 3502.3) (R-26-86)**

Human Resources Manager Candice Basnight and Human Resources Supervisor Rebecca Wolfe presented.

Public hearing opened.

Ms. Soria reported there were no comments for the public hearing.

Public hearing closed.

No Board action required.

**ROLL CALL VOTE: 7-0-0**

**10. Public Hearing on the Proposed Fiscal Year 2026-27 Budget and Three-Year Capital Improvement and Action Plan Public Hearing (R-26-87)**

Chief Financial Officer/Director of Administrative Services Stefan Jaskulak, Assistant General Manager Susanna Chan, and Assistant General Manager Brian Malone presented. Budget & Finance Manager Rafaela Oceguela assisted in answering questions.

President Kersteen-Tucker inquired whether the \$450,000 farm labor housing partnership contribution had been designated to a particular project.

Mr. Malone responded that staff is working with Puente on the Casa de las Flores project in Pescadero, which will provide farm labor housing.

President Kersteen-Tucker noted that there are other housing projects and asked whether the Board should consider making a request for additional funding for farm labor housing in the future.

Mr. Malone responded that staff has been working to identify other opportunities and noted that, at the Board's request, staff could have a discussion with the Board prior to proposing funding.

President Kersteen-Tucker noted that she would like an opportunity for the Board to discuss and reflect on the issue should a more formal request arise.

Mr. Malone stated that staff could bring it to the Board as a concept in fiscal year 2027.

Director Riffle, Chair of the Action Plan & Budget Committee (Committee) reported that the Committee discussed the appropriate Focus Area of Interest placement for the Bear Creek Stables project, considering whether it should be classified under Diversity, Equity, and Inclusion (DEI) or Agriculture. The Committee concluded that the project is more closely aligned with equity of public access and recommended moving the project to the DEI focus area. Alternatively, the Committee suggested that the Board could also consider splitting the funding between the DEI and Agriculture focus areas.

Director Kishimoto expressed her preference was not to place Bear Creek Stables in any of the area of interest categories.

President Kersteen-Tucker expressed her preference would be to either categorize the project under DEI or not assign it to a specific focus area.

Director MacNiven expressed her preference would be not to categorize the project in any of the areas of interest.

Director Gleason commented that on slide 46 of the staff presentation, the title "Diversity, Equity and Inclusion projects" was confusing since the projects listed are more related to inclusive public access rather than DEI specifically. He expressed support for the Bear Creek Stables project being listed in the DEI area of interest rather than Agriculture.

Director Kishimoto suggested renaming the area of interest as public access rather than DEI.

Director Gleason agreed with Director Kishimoto to rename the focus area.

Ms. Ruiz explained that the District uses the DEI designation broadly, noting that public access projects may include elements such as improving or expanding access to areas not previously open to the public, enhancing access to areas that are difficult to reach, or providing access for individuals with varying physical abilities and for groups who have historically been not well connected. She explained that DEI has a broad lens and can have far reaching benefits to different people.

Director Holman explained that categorizing projects within the DEI focus area can be challenging. However, Bear Creek Stables fits within the DEI focus area due to the range of programming that will be available to diverse communities and access to programs that are not available to many people, thereby qualifying it as a DEI project.

Mr. Malone added that basic infrastructure, such as parking lots, restrooms, and map boards/sign boards help create a more comfortable experience for constituents which diversifies the people who visit the preserves.

President Kersteen-Tucker asked the Directors whether they were in favor of moving the Bear Creek Stables project to the DEI area of interest.

By a consensus of 6-1, the Directors were in favor, and Director Kishimoto opposed. Director Kishimoto expressed her preference would be to not list Bear Creek Stables in any of the areas of interest.

Public hearing opened.

Ms. Soria reported there were no comments for the public hearing.

Public hearing closed.

Director Kishimoto remarked that she will likely vote against the budget adoption when it is presented to the Board due to approximately 5% of the budget being devoted to the Bear Creek Stables project.

**Motion:** Director Riffle moved, and Director Holman seconded the motion to hold a public hearing to review the Proposed Fiscal Year 2026-27 (FY27) Budget and three-year (FY27 to FY29) Capital Improvement and Action Plan (CIAP), as recommended by the Action Plan and Budget Committee and direct the General Manager to present the proposed FY27 Budget and Action Plan to the Board of Directors for adoption at their regular meeting on June 24, 2026.

**ROLL CALL VOTE: 7-0-0**

**INFORMATIONAL REPORTS**

A. Committee Reports

Director Riffle reported on the June 9, 2026 Board Appointee Evaluation Committee meeting.

B. Staff Reports

Mr. Malone reported that the agreement for Bear Creek Stables has been signed and the Friends of Bear Creek Stables will start their operations on July 1.

C. Director Reports

Director MacNiven reported that she attended the Public Open House for the Skyline Field Office (SFO) Rebuild Project on June 6.

Director Kishimoto reported that she hosted the Save the Redwoods group at Bear Creek Redwoods Open Space Preserve on May 29.

Director Gleason reported that he attended the Santa Clara County Special Districts Association meeting held on June 1, a Newt Patrol meeting, and the Save the Redwoods hike.

Director Riffle reported that on June 5 he had a walking meeting with the General Manager, attended the SFO Open House meeting, and attended the Brown Act training on June 9.

President Kersteen-Tucker reported that she met with the videographer for the Guardians of Nature video.

**ADJOURNMENT**

President Kersteen-Tucker adjourned the regular meeting of the Board of Directors of the Midpeninsula Regional Open Space District meeting at 9:26 p.m.

Maria Soria, MMC  
District Clerk