



SPECIAL AND REGULAR MEETING

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

Wednesday, July 23, 2025

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

DRAFT MINUTES

**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 7:00 p.m.

ROLL CALL

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

Director Holman announced that she is participating in the meeting via teleconference using the AB 2449 “just cause” exemption due to illness and disclosed that no one over the age of 18 years is present at her remote location.

Members Absent: None

Staff Present: General Manager Ana Ruiz, General Counsel Hilary Stevenson, Assistant General Manager Susanna Chan, Assistant General Manager Brian Malone, District Clerk/Assistant to the General Manager Maria Soria, Executive Assistant/Deputy District Clerk Stephanie Gross, and Capital Projects Field Manager Bryan Apple

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.

ORAL COMMUNICATIONS

Public comment opened at 7:02 p.m.

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

Public comment closed at 7:02 p.m.

ADOPTION OF AGENDA

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

ROLL CALL VOTE: 7-0-0

CONSENT CALENDAR

Directors Riffle noted that Dan O'Day submitted a comment for Agenda Item #3 - Award of Contract for South Area Demolitions Project at Sierra Azul Open Space Preserve and that he was present to make a comment.

President Cyr pulled Agenda Item #3 from the Consent Calendar. He then asked for a motion to approve all the remaining Consent Calendar items, excluding Agenda Item #3.

Public comment opened at 7:04 p.m.

Ms. Soria reported that there were no public comments except for Agenda Item #3.

Public comment closed at 7:04 p.m.

Motion: Director Riffle moved, and Director MacNiven seconded the motion to approve the Consent Calendar with the exception of item 3.

ROLL CALL VOTE: 7-0-0

Public comment opened at 7:05 p.m.

Dan O'Day spoke on Agenda Item #3 and spoke about debris left from a previous Twin Creeks demolition. He requested that the 11 satellite dishes and remaining debris be brought to the planned demolition site so that they can be disposed. Additionally, he suggested that the Graf house could potentially be used for ranger housing, and that the existing water system should be preserved during the demolition to serve the Graf property. He pointed out that there is also a well and that it should be investigated for continued use, possibly adding a fire hydrant, and ensuring that it is either properly maintained or sealed if abandoned.

Public comment closed at 7:16 p.m.

General Manager Ana Ruiz stated that Mr. O'Day's comment, including the pictures, was provided to the Board of Directors (Board) and shared with the project team staff. She stated that staff will also follow up.

Motion: Director Gleason moved, and Director MacNiven seconded the motion to approve Agenda Item #3 of the Consent Calendar.

ROLL CALL VOTE: 7-0-0

- 1. Approve the July 9, 2025 Board meeting minutes**
- 2. Approve Claims Report**
- 3. Award of Contract for South Area Demolitions Project at Sierra Azul Open Space Preserve (R-25-99)**

General Manager's Recommendations:

1. Authorize the General Manager to enter into a contract with Randazzo Enterprises Inc., of Castroville, California for a not-to-exceed base contract amount of \$713,917 to complete the South Area Demolitions Project.
 2. Authorize a 10% contingency in the amount of \$71,392 to be reserved for unanticipated issues, bringing the total not-to-exceed contract amount of \$785,309.
- 4. Award of Contract for Schematic Design Services for the Hawthorns Area Plan (R-25-100)**

General Manager's Recommendations:

1. Authorize the General Manager to enter into a contract with CSW|ST2 to provide schematic design services to develop staging area options for the Hawthorns Area Plan for a base amount of \$169,640.
2. Authorize a 15% contingency of \$25,446 to cover unforeseen tasks beyond the current scope.
3. Authorize a separate 15% contract allowance of \$25,446, specifically for additional work supporting engagement and coordination with the Town of Portola Valley beyond the current scope of work, to avoid implementation delays, for a combined not-to-exceed contract amount of \$220,532.

- 5. Contract Amendment for Construction Special Inspection Services with BKF Engineers for the Prospect Road Culvert Replacement Project in Fremont Older Open Space Preserve (R-25-101)**

General Manager's Recommendation: Authorize a contract amendment in the amount of \$43,775 with BKF Engineers of Redwood City, California to provide special construction inspection services for the Prospect Road Culvert Replacement Project (Project), bringing the existing contract to a new not-to-exceed total amount of \$138,034.

- 6. Amendment to License Agreement with Crown Castle for Use of the Redwood Radio Tower (R-25-103)**

General Manager's Recommendation: Authorize the General Manager to amend the communications lease exchange with Crown Castle to increase the monthly rent by \$100 starting August 1, 2025, to add an additional antenna to the Redwood Radio Tower site located at 21450 Madrone Drive in Los Gatos with a total amended 10-year and 30-year cost not-to-exceed \$195,486 and \$821,339, respectively.

7. Memorandum of Understanding with Public Risk Innovation, Solutions, and Management (PRISM) for the Midpeninsula Regional Open Space District Employee Vision Insurance Program (R-25-104)

General Manager's Recommendations:

1. Authorize the General Manager to execute a Memorandum of Understanding (MOU) with Public Risk Innovation, Solutions, and Management (PRISM) for the Midpeninsula Regional Open Space District Employee Vision Insurance Program.
2. Adopt a resolution authorizing the General Manager to take future administrative actions necessary to continue participation in PRISM's dental and vision insurance programs.

8. Award of Contract with Geocon Consultants, Inc., to provide geotechnical consulting services for the Graf House Legalization Project (R-25-105)

General Manager's Recommendations:

1. Authorize the General Manager to enter into a contract with Geocon Consultants, Inc., to provide geotechnical consulting services in support of the Graf House Legalization Project for a base amount not to exceed \$51,910.
2. Authorize a 10% contingency of \$5,191 to cover unforeseen conditions for a total contract amount not to exceed \$57,101.

BOARD BUSINESS

9. First Reading of the Board Compensation Ordinance (R-25-106)

General Counsel Hilary Stevenson presented.

Public hearing opened at 7:22 p.m.

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

Public hearing closed at 7:22 p.m.

Director Holman commented that there had been a previous discussion regarding increasing the number of compensable meetings per month, particularly for the presiding Board President due to the number of meetings associated with the role. She inquired whether it would be possible to increase the number of compensable meetings.

Ms. Stevenson stated that current state law limits board compensation to six compensable meetings per month, and this applies to all park and open space districts, with the exception of East Bay Regional Park District. She suggested this could be considered as a future legislative initiative, pending Board support, and deferred to the General Manager to work with the legislative team to explore potential opportunities.

Motion: Director Kishimoto moved, and Director Riffle seconded the motion to:

1. Waive reading and introduce an ordinance increasing Board compensation from \$121.28 to \$127.34 per meeting day, pursuant to Public Resources Code section 5536.
2. Hold a public hearing on the proposed ordinance.

3. Direct the General Manager and General Counsel to prepare the ordinance for second reading/adoption at the August 13, 2025 Board meeting.

ROLL CALL VOTE: 7-0-0

10. Award of Contract for Construction Services to Install Wildlife-friendly Livestock Fencing and Self-closing Pedestrian Gates within the Central Area of La Honda Creek Open Space Preserve as part of the Phase II Trails Project to Prepare for the Fall 2025 Public Opening of New Trails (R-25-102)

Capital Projects Field Manager Bryan Apple presented. Assistant General Manager Brian Malone assisted in answering questions.

Public comment opened at 7:55 p.m.

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

Public comment closed at 7:55 p.m.

Motion: Director Riffle moved, and Director Holman seconded the motion in honor of former Board Director Larry Hassett to authorize the General Manager to enter into a contract with Hammer Fence and Construction, Inc., to complete gate and fencing installation in preparation for public trail use, for a base amount not-to-exceed \$54,971 and authorize a 15% contingency in the amount of \$8,245 to be reserved for unanticipated issues for a total contract amount not-to-exceed \$63,216.

ROLL CALL VOTE: 7-0-0

INFORMATIONAL REPORTS

A. Committee Reports

Director Gleason reported on the Legislative, Funding, and Public Affairs Committee meeting held on July 15, 2025. He explained that the Committee expressed interest in discussing with the full Board the possibility of contributing to and supporting local agencies and nonprofits on projects that are not necessarily on District land and do support the District's mission.

Ms. Ruiz stated that the item is a policy-level discussion and would best be addressed at the December Board Retreat.

B. Staff Reports

Mr. Malone provided an update on the development of the Bear Creek Stables lease agreement. He advised the Board that on July 31, 2025, Santa Clara County Supervisor Margaret Abe-Koga will be hosting the Lehigh Townhall meeting, which is open to the public.

Ms. Ruiz reported that the District partnered with the Santa Clara Valley Open Space Authority to co-lead educational sessions with the Silicon Valley Youth Climate Action Group, which were held on July 17, 2025 followed by a site tour of the Cathedral Oaks area of Sierra Azul Open

Space Preserve held on July 18. She also reported attending the Permanente Creek Restoration Ribbon Cutting Ceremony hosted by Heidelberg Materials and Santa Clara County Supervisor Margaret Abe-Koga.

C. Director Reports

Director MacNiven attended the La Honda Forest Health Management tour held on July 14, 2025. She also reported attending Dan Oday's presentation on July 16, 2025. Additionally, she and Director Kersteen-Tucker presented at the Town of Woodside council meeting held on July 22, 2025.

Director Kishimoto reported that she presented to the Town of Los Altos Hill Council on July 21, 2025.

Director Holman reported she attended the tour of the La Honda Forest Health Management Project held on July 14.

Director Riffle reported that he attended the Hawthorns Historic Complex site tour held on July 10, 2025, which included staff and council members from the Town of Portola Valley. He also attended the La Honda Forest Health Management and trails tours held on July 14. He further reported attending Dan Oday's presentation on July 16.

Director Kersteen-Tucker reported that she presented at the Town of Woodside council meeting held on July 22, 2025.

Director Gleason reported he attended the La Honda Forest Health Management and trails tours held on July 14. He also attended the Bay Area Ridge Trail supporters hike the week of July 14. He also attended a volunteer event over the weekend pulling yellow star thistle at El Sereno Open Space Preserve.

President Cyr attended the La Honda Forest Health Management tour held on July 14.

ADJOURNMENT

President Cyr adjourned the regular meeting of the Board of Directors of the Midpeninsula Regional Open Space District meeting at 8:15 p.m.

Maria Soria, MMC
District Clerk