



Midpeninsula Regional
Open Space District

R-25-159
Meeting 25-32
December 10, 2025

AGENDA ITEM 3

AGENDA ITEM

Quarter 1 Proposed Budget Amendments for the Fiscal Year ending June 30, 2026

GENERAL MANAGER'S RECOMMENDATION

(5) *den*

Adopt a resolution approving the proposed Quarter 1 budget amendments for the fiscal year ending June 30, 2026.

SUMMARY

This report outlines the proposed Quarter 1 (Q1) budget adjustments for the fiscal year ending June 30, 2026 (FY26). The proposed Q1 budget adjustments result in a net increase of \$7.2 million to the amended budget. Adjustments are presented by fund and project (Attachment 2), by budget category and department (Attachment 3) and by general ledger account (Attachment 4). The proposed budget adjustments require Board approval in accordance with Board Policy 3.04, *Budget and Expenditure Authority*. This policy outlines the procedures and guidelines for making changes to the approved budget, ensuring that all adjustments are aligned with the organization's strategic goals and financial objectives.

DISCUSSION

Revenue & Other Funding Sources Budget

The adopted FY26 Total Revenues began with a projection of \$95.1 million. The adopted FY26 revenue budget is proposed to increase by \$870,000 to \$96.0 million. This increase is primarily due to an accelerated timeline for the Alma Bridge Road Wildlife Passage project and the corresponding increase in anticipated grant revenue.

After accounting for all the various transfers of revenue funds to cover operating and capital expenditures, expand reserves, plus the anticipated bond reimbursements, the net Other Funding Sources budget at the start of the fiscal year began at a negative \$740,837 amount. This deficit turned into a net positive \$2.2 million after budget adjustments were made for the Cunningham, Tabachnik, and Valoff property acquisitions. The Other Funding Sources budget is proposed to increase to \$8.4 million primarily due to the transfer of \$5.5 million in reserves from Committed for Future Acquisitions & Capital Projects for the Coastal Field Office purchase as previously planned.

Revenues and Other Funding Sources combined began at \$94.4 million and is now proposed to be \$104.4 million.

Table 1: Revenue & Other Funding Sources Budget by Fund with Proposed Amendments

| Funding Source | FY26 Adopted Budget | YTD Approved Amendments | FY26 Amended Budget | Proposed Q1 Amendment | Proposed FY26 Amended Budget |
|--|----------------------------|--------------------------------|----------------------------|------------------------------|-------------------------------------|
| Fund 10 - GF Operating | \$81,893,437 | \$0 | \$81,893,437 | \$0 | \$81,893,437 |
| Fund 20 - Hawthorns | \$62,000 | \$0 | \$62,000 | \$0 | \$62,000 |
| Fund 30 - MAA Capital | \$5,081,121 | \$0 | \$5,081,121 | \$0 | \$5,081,121 |
| Fund 40 - GF Capital | \$500,000 | \$0 | \$500,000 | \$870,000 | \$1,370,000 |
| Fund 50 - Debt Service | \$7,610,000 | \$0 | \$7,610,000 | \$0 | \$7,610,000 |
| Total Revenues | \$95,146,558 | \$0 | \$95,146,558 | \$870,000 | \$96,016,558 |
| Fund 10 - Committed for Infrastructure Transfer | (\$5,350,000) | \$0 | (\$5,350,000) | \$554,000 | (\$4,796,000) |
| Fund 10 - General Fund Transfers | (\$20,529,410) | \$40,000 | (\$20,489,410) | (\$425,200) | (\$20,914,610) |
| Fund 20 - Hawthorns Funds | \$905,200 | \$0 | \$905,200 | \$0 | \$905,200 |
| Fund 30 - Bond Reimbursements | \$3,703,963 | \$2,946,091 | \$6,650,054 | \$134,000 | \$6,784,054 |
| Fund 40 - General Fund Transfers | \$11,594,635 | (\$40,000) | \$11,554,635 | \$425,200 | \$11,979,835 |
| Fund 40 - Committed for Future Acquisitions & Capital Projects | \$0 | \$0 | \$0 | \$5,500,000 | \$5,500,000 |
| Fund 50 - General Fund Transfers | \$8,934,775 | \$0 | \$8,934,775 | \$0 | \$8,934,775 |
| Total Other Funding Sources | (\$740,837) | \$2,946,091 | \$2,205,254 | \$6,188,000 | \$8,393,254 |
| Grand Total: Revenues & Other Funding Sources | \$94,405,721 | \$2,946,091 | \$97,351,812 | \$7,058,000 | \$104,409,812 |

Expenditure Budget

The amended FY26 expenditure budget is proposed to increase by \$7.2 million, rising from the amended \$97 million to a new total of \$104.2 million (see Table 2). As illustrated in Attachment 2, approximately \$6.9 million of the proposed Q1 increase reflects shifts in project timing, including accelerated project schedules and the use of previously unspent prior-year funds, while the remaining \$0.3 million is a combination of net increases from other variances and some net savings.

Table 2: Expenditure Budget by Fund with Proposed Amendments

| Funding Source | FY26 Adopted Budget | YTD Approved Amendments | FY26 Amended Budget | Proposed Q1 Amendment | Proposed FY26 Amended Budget |
|----------------------------|----------------------------|--------------------------------|----------------------------|------------------------------|-------------------------------------|
| Fund 10 - GF Operating | \$55,911,815 | \$0 | \$55,911,815 | \$271,000 | \$56,182,815 |
| Fund 20 - Hawthorns | \$967,200 | \$0 | \$967,200 | \$0 | \$967,200 |
| Fund 30 - MAA Land/Capital | \$8,785,084 | \$2,946,091 | \$11,731,175 | \$134,000 | \$11,865,175 |
| Fund 40 - GF Land/Capital | \$12,094,635 | (\$40,000) | \$12,054,635 | \$6,795,200 | \$18,849,835 |
| Fund 50 - Debt Service | \$16,311,938 | \$0 | \$16,311,938 | \$0 | \$16,311,938 |
| Grand Total | \$94,070,672 | \$2,906,091 | \$96,976,763 | \$7,200,200 | \$104,176,963 |

The major budget variances are summarized below by fund. Full details about these variances, including specific projects, departments and accounts, are provided in **Attachments 2, 3 and 4**, with Fund 40 accounting for the majority of the \$7.2 million increase.

- **Fund 10 - General Fund Operating:** The \$271,000 increase is primarily driven by an expansion of fuels management work under an existing multi-year agreement with the San Jose Conservation Corps in support of the Los Gatos Creek Watershed Phase 2 forest health work across four preserves. The Los Gatos Creek Watershed Phase 2 project is a FY26 Big Rock project.
- **Fund 30 - MAA Land/Capital:** The proposed adjustment mainly involves a net-zero transfer of \$139,000 from Fund 40 to Fund 30, reflecting the Monte Bello Black Mountain Trail Extension project's eligibility for Measure AA funding.
- **Fund 40 - General Fund Land/Capital:** The \$6.8 million increase in this fund is primarily driven by shifting project timelines. The largest component is the Coastal Field Office acquisition (\$5.5 million), of which the close of escrow was delayed until FY26 to allow the seller to address an issue with the chain of title as required by the insurance company. As illustrated in Attachment 2, the remaining \$1.3 million reflects shifts in project timing, with the majority of this shift related to the grant-funded Alma Bridge Road Wildlife Passage project (VP22-002) due to an accelerated project schedule that is increasing the budget by \$630,000, and the Purisima Creek Trail and Vehicle Access project (35035), which experienced a schedule delay in FY25 that shifted more work into FY26 with a corresponding increase to the budget of \$500,000 budget.

FISCAL IMPACT

The proposed Q1 budget adjustments result in a net increase of \$7.2 million to the amended expenses budget. This includes use of \$5.5 million from the Committed for Future Acquisitions reserve for the Coastal Field Office purchase (one of the Alves Properties).

Excluding the Coastal Field Office purchase, the remaining \$1.7 million of the proposed Q1 increase is driven by several factors. Approximately \$1.4 million is attributable to shifts in project timing, including accelerated project schedules and the use of previously unspent prior-year funds. In addition, a combined \$400,000 increase reflects the expanded scope approved for the Los Gatos Creek Watershed Phase 2 project (61056), a settlement payment to resolve a resident dispute at Rancho San Antonio Open Space Preserve, and capital vehicle expenses for the Open Space Explorer outreach vehicle. The proposed Q1 increase remains within the total available funding and includes \$70,000 in cost savings, bringing amended expenses to approximately \$104.2 million.

Amended revenues include the proposed \$870,000 adjustment for expected grant revenue from the Alma Bridge Road Wildlife Passage grant-funded project (VP22-002), bringing the new total to approximately \$96.0 million. In addition to these revenues, the FY26 budget includes \$8.4 million in other funding sources. These sources include \$5.5 million from the Committed for Future Acquisitions & Capital Projects for the Alves/Coastal Field Office Property Acquisition, bond reimbursements, and previously approved commitments, bringing the total revenue & other funding sources to \$104.4 million.

As a result of these adjustments, the FY26 estimated change in fund balance is positive, with an amended change of \$232,849 (see table 3).

Table 3: FY26 Estimated Change in Fund Balance

| FY26 Estimated Change in Fund Balance | Fund 10 | Fund 20 | Fund 30 | Fund 40 | Fund 50 | Total |
|--|---------------------|------------------|---------------------|---------------------|---------------------|----------------------|
| | GF Operating | Hawthorns | MAA Capital | GF Capital | Debt Service | |
| Amended Revenues | \$81,893,437 | \$62,000 | \$5,081,121 | \$1,370,000 | \$7,610,000 | \$96,016,558 |
| Amended Other Funding Sources* | (\$25,710,610) | \$905,200 | \$6,784,054 | \$17,479,835 | \$8,934,775 | \$8,393,254 |
| Total Revenues & Other Funding Sources* | \$56,182,827 | \$967,200 | \$11,865,175 | \$18,849,835 | \$16,544,775 | \$104,409,812 |
| Amended Expenses | \$56,182,815 | \$967,200 | \$11,865,175 | \$18,849,835 | \$16,311,938 | \$104,176,963 |
| Amended Change in Fund Balance | \$12 | \$0 | \$0 | \$0 | \$232,837 | \$232,849 |
| Adopted Change in Fund Balance | \$102,212 | \$0 | \$0 | \$0 | \$232,837 | \$335,049 |
| Difference | (\$102,200) | \$0 | \$0 | \$0 | \$0 | (\$102,200) |

*Other funding sources include General Fund transfers, bond reimbursements and previously approved commitments.

PRIOR BOARD AND COMMITTEE REVIEW

- **January 22, 2025:** Board approval to purchase the 65.29-acre Alves Properties as additions to Miramontes Ridge Open Space Preserve ([R-25-16](#), [minutes](#))
- **June 11, 2025:** Board Adoption of the Fiscal Year 2025-26 Budget and Capital Improvement and Action Plan ([R-25-80](#), [minutes](#))
- **September 10, 2025:** Board approval to purchase the 38.88-acre Cunningham-Walsh Property as an addition to Sierra Azul Open Space Preserve ([R-25-116](#), [minutes](#))
- **October 22, 2025:** Board approval to purchase the 152.61-acre Tabachnik Trust Property as an addition to Tunitas Creek Open Space Preserve ([R-25-128](#), [minutes](#))
- **November 12, 2025:** Board approval to purchase the 34.11-acre Valoff-Pezzoli Tax-Defaulted Property as an addition to Sierra Azul Open Space Preserve ([R-25-140](#), minutes – see Attachment 5)

PUBLIC NOTICE

Public notice was provided as required by the Brown Act.

CEQA COMPLIANCE

This item is not a project subject to the California Environmental Quality Act.

NEXT STEPS

Upon Board approval, staff will make the necessary budget adjustments.

Attachments:

1. Resolution Amending the FY26 Budget by Fund
2. FY26 Quarter 1 Budget Adjustments by Fund and Project
3. FY26 Quarter 1 Budget Adjustments by Budget Category and Department
4. FY26 Quarter 1 Budget Adjustments by General Ledger Account
5. Draft Minutes for the November 12, 2025 Board of Directors Meeting

Responsible department head / contact person:

Rafaela Ocegüera, Budget & Finance Manager

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RESOLUTION NO. 25-XX**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
MIDPENINSULA REGIONAL OPEN SPACE DISTRICT AMENDING
THE BUDGET FOR FISCAL YEAR 2025-2026**

WHEREAS, on June 11, 2025, the Board of Directors (Board) of the Midpeninsula Regional Open Space District (District) adopted the Budget and Action Plan for fiscal year ending June 30, 2026 (FY26); and

WHEREAS, on September 10, 2025, October 22, 2025, and November 12, 2025 the Board amended the FY26 Budget; and

WHEREAS, the General Manager recommends amending the FY26 Budget to reflect changes resulting in a net increase in projected expenditures.

NOW, THEREFORE, the Board of Directors of the Midpeninsula Regional Open Space District does resolve as follows:

SECTION ONE. Approve the recommended revenue amendments to the District FY26 Budget resulting in a net increase as follows:

| District Revenue by Funding Source | FY26 Adopted Budget | YTD Approved Amendments | FY26 Amended Budget | Proposed Q1 Amendment | Proposed FY26 Amended Budget |
|---|------------------------------------|--|------------------------------------|----------------------------------|---|
| Fund 10 - General Fund Operating | \$81,893,437 | \$0 | \$81,893,437 | \$0 | \$81,893,437 |
| Fund 20 - Hawthorns | \$62,000 | \$0 | \$62,000 | \$0 | \$62,000 |
| Fund 30 - MAA Capital | \$5,081,121 | \$0 | \$5,081,121 | \$0 | \$5,081,121 |
| Fund 40 - General Fund Capital | \$500,000 | \$0 | \$500,000 | \$870,000 | \$1,370,000 |
| Fund 50 - Debt Service | \$7,610,000 | \$0 | \$7,610,000 | \$0 | \$7,610,000 |
| TOTAL | \$95,146,558 | \$0 | \$95,146,558 | \$870,000 | \$96,016,558 |

SECTION TWO. Approve the recommended expenditure budget amendments to the District FY26 Budget resulting in a net increase as follows:

| District Budget by Funding Source | FY26 Adopted Budget | YTD Approved Amendments | FY26 Amended Budget | Proposed Q1 Amendment | Proposed FY26 Amended Budget |
|--|------------------------------------|--|------------------------------------|----------------------------------|---|
| Fund 10 - General Fund Operating | \$55,911,815 | \$0 | \$55,911,815 | \$271,000 | \$56,182,815 |
| Fund 20 - Hawthorns | \$967,200 | \$0 | \$967,200 | \$0 | \$967,200 |
| Fund 30 - MAA Capital | \$8,785,084 | \$2,946,091 | \$11,731,175 | \$134,000 | \$11,865,175 |
| Fund 40 - General Fund Capital | \$12,094,635 | (\$40,000) | \$12,054,635 | \$6,795,200 | \$18,849,835 |
| Fund 50 - Debt Service | \$16,311,938 | \$0 | \$16,311,938 | \$0 | \$16,311,938 |
| TOTAL | \$94,070,672 | \$2,906,091 | \$96,976,763 | \$7,200,200 | \$104,176,963 |

SECTION THREE. The following transfer is approved, and the General Manager or designee is authorized to implement said transfers during FY26: \$5,500,000 to be used from the Committed for Future Acquisitions & Capital Projects for the Alves Property Acquisition for the future Coastal Field Office.

SECTION FOUR. Monies are hereby appropriated in accordance with said budget by fund.

SECTION FIVE. Except as herein modified, the FY26 Budget and Action Plan, Resolution No. 25-11 as amended, shall remain in full force and effect.

* * * * *

PASSED AND ADOPTED by the Board of Directors of the Midpeninsula Regional Open Space District on December 10, 2025, at a regular meeting thereof, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

Zoe Kersteen-Tucker, Secretary
Board of Directors

Jed Cyr, President
Board of Directors

APPROVED AS TO FORM:

Hilary Stevenson, General Counsel

I, the District Clerk of the Midpeninsula Regional Open Space District, hereby certify that the above is a true and correct copy of a resolution duly adopted by the Board of Directors of the Midpeninsula Regional Open Space District by the above vote at a meeting thereof duly held and called on the above day.

Maria Soria, District Clerk

| Summary by Icon | | |
|--|--------------------|------|
| Work timeline shifting | \$6,870,700 | → |
| Cost increasing | \$398,000 | ↑ |
| Reallocation of funds, no net increase | \$0 | ↑↓ |
| Savings this fiscal year | (\$68,500) | < \$ |
| TOTAL | \$7,200,200 | |

| Fund 10 - Operating Project Adjustments | Adjustment | Icon | Explanation |
|--|----------------|------|--|
| 10001 - Records Management | (15,000) | < \$ | The project is complete, and no additional work is required. Remaining efforts are limited to finalizing and transferring the remaining briefcases into the repository. |
| 61056 - Los Gatos Creek Watershed Phase 2 (Fuel Treatment) Non-Labor | 110,000 | ↑ | The adjustment reflects an expanded scope of work under the Board-approved agreement with the San Jose Conservation Corps to implement fuels management work in support of the grant-funded Los Gatos Watershed Project Phase 2 forest health work across four preserves. Funding supports critical and unanticipated field needs, including invasive weed removal and other essential activities to meet forest health and safety objectives. |
| 61056 - Los Gatos Creek Watershed Phase 2 (Fuel Treatment) Labor | 100,000 | ↑↓ | Allocation from non-project labor to cover project labor budget adjustment above. Therefore, a net-zero adjustment will be made to allocate labor budget to this specific project. This labor helps fulfill the District's matching fund requirement for the Los Gatos Creek Watershed Collaborative grant. |
| Non-project labor adjustment for 61056 | (100,000) | ↑↓ | Allocation from non-project labor to cover project labor budget adjustment above. |
| 80054 - Badger/Burrowing Owl Management | (15,000) | < \$ | Natural Resources had requested funds to be reserved for possible CEQA costs for low-level enhancements, but no such work has been needed and any minor CEQA needs can be handled in-house. The remainder of the project scope will be completed by the Natural Resources and Public Affairs departments. |
| 80100 - Carbon Farm Plan Implementation | 33,000 | → | Scope negotiations with the Resource Conservation District and the conservation grazing tenant (who has a grazing lease on the restoration property) took longer than expected. This prolonged and complicated the development of the restoration plan (originally due in FY25), forcing the consultant to make unanticipated changes. These revisions included adjusting the species palette, modifying installation plans to limit impacts during plant establishment, and ensuring grazing access to sub-sites after the three-year establishment period. |
| VP22002 - Alma Bridge Road Wildlife Passage | 25,000 | ↑↓ | It was not known at the time of budget adoption that in-house labor would be provided by the District as a match for the VP22-002 grant. Therefore, a net-zero adjustment will be made to allocate labor budget to this specific project. |
| Non-project labor adjustment for VP22002 | (25,000) | ↑↓ | Allocation from non-project labor to cover project labor budget adjustment above. |
| FUND 10 SUBTOTAL | 113,000 | | |
| Non-project expenditure adjustments | 158,000 | ↑ | The adjustment reflects several program updates and timing changes, with the largest increase to cover a settlement payment to resolve a dispute with a longtime residential tenant in Rancho San Antonio Open Space Preserve. |
| TOTAL FUND 10 | 271,000 | | |

| Fund 30 - Measure AA Capital Project Adjustments | Adjustment | Icon | Explanation |
|--|-------------------|-------------|---|
| MAA02005 - Pedestrian Gate Access Bay Trail via Rutgers | 85,000 | → | Construction did not happen in FY25 as originally planned because negotiations on the pedestrian gate location took longer than expected with the City of East Palo Alto. Construction is now scheduled for FY26. |
| MAA11001 - Monte Bello Black Mountain Trail Extension | 139,000 | ↑↓ | Project deemed MAA eligible and reclassified from Fund 40 to Fund 30. |
| MAA13001 - Cloverdale - Operational Road System Review and Repairs | (95,000) | → | The civil engineering budget is not yet needed this year while staff continue reviewing the road inventory results and prepare the program for necessary repairs, realignments, and decommissioning of road segments. |
| MAA25007 - Cunningham-Walsh Acquisition | 5,000 | ↑↓ | The board approved the acquisition earlier this fiscal year; \$5,000 remained in the old VP project (Fund 40) that needed to be moved to the MAA project (Fund 30). |
| TOTAL FUND 30 | \$134,000 | | |

| Fund 40 - General Fund Capital Project Adjustments | Adjustment | Icon | Explanation |
|---|-------------------|-------------|---|
| 20132 - Coastal Field Office | 5,511,200 | → | Budgeted in FY25, but the close of escrow took longer than expected and occurred instead in FY26 due to the need to clean up the chain of title per the title insurance company. |
| 31901 - ADA Barrier Removal | 120,000 | → | Construction activities were delayed by a month, concluding in July (FY26) due to permitting delays in receiving regulatory coverage under the Open Space Maintenance and Restoration Program (OSMRP). |
| 35004 - Sierra Azul Ranger Residence | 66,500 | → | The project scope and schedule expanded due to County permit conditions. The remaining items were to complete septic and driveway improvements and complete the County permit sign-off. This project is now complete. |
| 35012 - Driscoll Ranch New Agricultural Well | (10,000) | < \$ | Geotechnical engineering work was not be needed - the well installation has been completed and there is sufficient water. No need to find a new drilling location or encounter other unforeseen conditions. |
| 35035 - Purisima Creek Trail (Trail and Vehicle Access) | 500,000 | → | The design engineering contract was not awarded until late FY25, resulting in limited cost information at the time of budget development and an inflated initial budget. Although there were project delays at the start, project timelines have been accelerated, with work originally planned for FY27 and FY28 now anticipated to occur within FY26. |
| 35043 - Schilling Lake Spillway Repair | (20,000) | → | The project schedule has shifted due to departmental capacity and the need to attend to other higher priority projects and now only includes design development and assessments this fiscal year, with regulatory permitting planned for next fiscal year. |
| 61025 - FFO Trail Bridge Replacements | (28,500) | < \$ | Savings resulted from having biological inspections completed in-house, minimal material purchases, and no need for rental equipment. This project is now complete. |
| 61044 - Monte Bello Black Mountain Trail Extension | (139,000) | ↑↓ | Project deemed MAA eligible, therefore moving from Fund 40 to MAA11. |
| 61051 - Skyline Ridge Road Repair at Big Dipper Inholding | 40,000 | → | The construction timeline was extended to FY26 due to delays in the public bidding process for the prime contractor, which was delayed until late FY25 to finalize FEMA-compliant RFPQ and contract templates. |
| VP06002 - El Mirador Land Conservation | (180,000) | ↑↓ | Moving out of VP06 to VP15 as MAA15 portfolio has sufficient funding for this potential acquisition. |

| | | | |
|---|------------------|----|--|
| VP15006 - El Mirador Land Conservation | 180,000 | ↑↓ | Moving out of VP06 to VP15 as MAA15 portfolio has sufficient funding for this potential acquisition. |
| VP22002 - Alma Bridge Road Wildlife Passage | 630,000 | → | Phase 2 of the project (covered by our grant agreement) will be extended by another calendar year and because of this, additional tasks (final permitting for the overall project, and final design of the small-scale first phase of the project) will now be initiated this fiscal year. |
| VP25004 - Cunningham-Walsh Acquisition | (5,000) | ↑↓ | The board approved this acquisition earlier this fiscal year; \$5,000 remains in the old VP project that needs to be moved to the MAA project. |
| FUND 40 SUBTOTAL | 6,665,200 | | |
| Capital Vehicle Budget | 130,000 | ↑ | Minimal outfitting funds were allocated for the Open Space Explorer outreach vehicle at the time of budget development because, without historical data or finalized specifications for this unprecedented vehicle, accurate cost estimates were unavailable. The outfitting costs will significantly extend the useful life, value, and functionality of the asset to the District. |
| TOTAL FUND 40 | 6,795,200 | | |
| GRAND TOTAL | 7,200,200 | | |

| District Budget by Expenditure Category | FY26 Adopted Budget | YTD Approved Amendments | FY26 Amended Budget | Proposed Q1 Amendments | Proposed FY26 Amended Budget |
|--|---------------------|-------------------------|---------------------|------------------------|------------------------------|
| ADMINISTRATIVE SERVICES | | | | | |
| Salaries and Benefits | 8,827,807 | | 8,827,807 | | 8,827,807 |
| Services and Supplies | 2,393,328 | | 2,393,328 | (20,000) | 2,373,328 |
| Operating Expenditures Subtotal | 11,221,135 | 0 | 11,221,135 | (20,000) | 11,201,135 |
| Total Administrative Services Expenditures | 11,221,135 | 0 | 11,221,135 | (20,000) | 11,201,135 |
| ENGINEERING & CONSTRUCTION | | | | | |
| Salaries and Benefits | 1,841,708 | | 1,841,708 | | 1,841,708 |
| Less MAA Reimbursable Staff Costs | (165,017) | | (165,017) | | (165,017) |
| Net Salaries and Benefits | 1,676,691 | 0 | 1,676,691 | 0 | 1,676,691 |
| Services and Supplies | 60,710 | | 60,710 | | 60,710 |
| Operating Expenditures Subtotal | 1,737,401 | 0 | 1,737,401 | 0 | 1,737,401 |
| Hawthorn Services and Supplies | 10,000 | | 10,000 | | 10,000 |
| Hawthorn Capital | 850,000 | | 850,000 | | 850,000 |
| Hawthorn Expenditures Subtotal | 860,000 | 0 | 860,000 | 0 | 860,000 |
| Measure AA Capital | 5,631,059 | | 5,631,059 | 85,000 | 5,716,059 |
| General Fund Capital | 7,253,785 | | 7,253,785 | 1,426,500 | 8,680,285 |
| Capital Expenditures Subtotal | 12,884,844 | 0 | 12,884,844 | 1,511,500 | 14,396,344 |
| Total Engineering & Construction Expenditures | 15,482,245 | 0 | 15,482,245 | 1,511,500 | 16,993,745 |
| FACILITIES & FLEET | | | | | |
| Salaries and Benefits | 1,948,442 | | 1,948,442 | | 1,948,442 |
| Less MAA Reimbursable Staff Costs | (18,394) | | (18,394) | | (18,394) |
| Net Salaries and Benefits | 1,930,048 | 0 | 1,930,048 | 0 | 1,930,048 |
| Services and Supplies | 3,123,070 | | 3,123,070 | 178,000 | 3,301,070 |
| Operating Expenditures Subtotal | 5,053,118 | 0 | 5,053,118 | 178,000 | 5,231,118 |
| Hawthorn Services and Supplies | | | 0 | | |
| Hawthorn Expenditures Subtotal | 0 | 0 | 0 | 0 | 0 |
| Measure AA Capital | 588,894 | | 588,894 | | 588,894 |
| General Fund Capital | 2,156,350 | | 2,156,350 | 130,000 | 2,286,350 |
| Capital Expenditures Subtotal | 2,745,244 | 0 | 2,745,244 | 130,000 | 2,875,244 |
| Total Facilities & Fleet Expenditures | 7,798,362 | 0 | 7,798,362 | 308,000 | 8,106,362 |
| OFFICE OF THE GENERAL COUNSEL | | | | | |
| Salaries and Benefits | 1,043,633 | | 1,043,633 | | 1,043,633 |
| Services and Supplies | 157,755 | | 157,755 | | 157,755 |
| Operating Expenditures Subtotal | 1,201,388 | 0 | 1,201,388 | 0 | 1,201,388 |
| Total General Counsel Expenditures | 1,201,388 | 0 | 1,201,388 | 0 | 1,201,388 |
| GENERAL MANAGER'S OFFICE | | | | | |
| Salaries and Benefits | 2,328,802 | | 2,328,802 | | 2,328,802 |
| Services and Supplies | 305,535 | | 305,535 | (15,000) | 290,535 |
| Operating Expenditures Subtotal | 2,634,337 | 0 | 2,634,337 | (15,000) | 2,619,337 |
| Total General Manager Expenditures | 2,634,337 | 0 | 2,634,337 | (15,000) | 2,619,337 |
| LAND STEWARDSHIP & TRAILS | | | | | |
| Salaries and Benefits | 9,186,158 | | 9,186,158 | 0 | 9,186,158 |
| Less MAA Reimbursable Staff Costs | (457,075) | | (457,075) | | (457,075) |
| Net Salaries and Benefits | 8,729,083 | 0 | 8,729,083 | 0 | 8,729,083 |
| Services and Supplies | 2,833,926 | | 2,833,926 | 135,000 | 2,968,926 |
| Operating Expenditures Subtotal | 11,563,009 | 0 | 11,563,009 | 135,000 | 11,698,009 |
| Hawthorn Services and Supplies | 37,200 | | 37,200 | | 37,200 |
| Hawthorn Expenditures Subtotal | 37,200 | 0 | 37,200 | 0 | 37,200 |
| Measure AA Capital | 957,075 | | 957,075 | (31,000) | 926,075 |
| General Fund Capital | 197,500 | | 197,500 | (92,500) | 105,000 |
| Capital Expenditures Subtotal | 1,154,575 | 0 | 1,154,575 | (123,500) | 1,031,075 |
| Total Land Stewardship & Trails Expenditures | 12,754,784 | 0 | 12,754,784 | 11,500 | 12,766,284 |
| NATURAL RESOURCES | | | | | |
| Salaries and Benefits | 2,993,908 | | 2,993,908 | | 2,993,908 |
| Less MAA Reimbursable Staff Costs | (56,576) | | (56,576) | | (56,576) |
| Net Salaries and Benefits | 2,937,332 | 0 | 2,937,332 | | 2,937,332 |
| Services and Supplies | 2,790,077 | | 2,790,077 | 8,000 | 2,798,077 |
| Operating Expenditures Subtotal | 5,727,409 | 0 | 5,727,409 | 8,000 | 5,735,409 |

| | | | | | |
|--|----------------------------|--------------------------------|----------------------------|-------------------------------|-------------------------------------|
| Measure AA Capital | 638,876 | | 638,876 | | 638,876 |
| General Fund Capital | 370,000 | | 370,000 | | 370,000 |
| Capital Expenditures Subtotal | 1,008,876 | 0 | 1,008,876 | 0 | 1,008,876 |
| Total Natural Resources Expenditures | 6,736,285 | 0 | 6,736,285 | 8,000 | 6,744,285 |
| District Budget by Expenditure Category | FY26 Adopted Budget | YTD Approved Amendments | FY26 Amended Budget | Proposed Q1 Amendments | Proposed FY26 Amended Budget |
| PLANNING | | | | | |
| Salaries and Benefits | 2,659,204 | | 2,659,204 | | 2,659,204 |
| Services and Supplies | 656,835 | | 656,835 | (15,000) | 641,835 |
| Operating Expenditures Subtotal | 3,316,039 | 0 | 3,316,039 | (15,000) | 3,301,039 |
| Hawthorn Services and Supplies | 70,000 | | 70,000 | | 70,000 |
| Hawthorn Expenditures Subtotal | 70,000 | 0 | 70,000 | 0 | 70,000 |
| Measure AA Capital | 849,180 | | 849,180 | 75,000 | 924,180 |
| General Fund Capital | 475,000 | | 475,000 | (175,000) | 300,000 |
| Capital Expenditures Subtotal | 1,324,180 | 0 | 1,324,180 | (100,000) | 1,224,180 |
| Total Planning Expenditures | 4,710,219 | 0 | 4,710,219 | (115,000) | 4,595,219 |
| PUBLIC AFFAIRS | | | | | |
| Salaries and Benefits | 1,602,974 | | 1,602,974 | | 1,602,974 |
| Services and Supplies | 1,204,542 | | 1,204,542 | | 1,204,542 |
| Operating Expenditures Subtotal | 2,807,516 | 0 | 2,807,516 | 0 | 2,807,516 |
| Total Public Affairs Expenditures | 2,807,516 | 0 | 2,807,516 | 0 | 2,807,516 |
| REAL PROPERTY | | | | | |
| Salaries and Benefits | 1,086,236 | | 1,086,236 | | 1,086,236 |
| Services and Supplies | 82,450 | | 82,450 | | 82,450 |
| Operating Expenditures Subtotal | 1,168,686 | 0 | 1,168,686 | 0 | 1,168,686 |
| Measure AA Land and Associated Costs | 120,000 | 2,946,091 | 3,066,091 | 5,000 | 3,071,091 |
| General Fund Land and Associated Costs | 522,000 | (40,000) | 482,000 | 5,506,200 | 5,988,200 |
| Land and Associated Costs Subtotal | 642,000 | 2,906,091 | 3,548,091 | 5,511,200 | 9,059,291 |
| Total Real Property Expenditures | 1,810,686 | 2,906,091 | 4,716,777 | 5,511,200 | 10,227,977 |
| VISITOR SERVICES | | | | | |
| Salaries and Benefits | 8,379,477 | | 8,379,477 | | 8,379,477 |
| Services and Supplies | 1,102,299 | | 1,102,299 | | 1,102,299 |
| Operating Expenditures Subtotal | 9,481,777 | 0 | 9,481,777 | 0 | 9,481,777 |
| General Fund Capital | 1,120,000 | | 1,120,000 | | 1,120,000 |
| Capital Expenditures Subtotal | 1,120,000 | 0 | 1,120,000 | 0 | 1,120,000 |
| Total Visitor Services Expenditures | 10,601,777 | 0 | 10,601,777 | 0 | 10,601,777 |
| DEBT SERVICE | | | | | |
| Debt Service | 16,311,938 | | 16,311,938 | | 16,311,938 |
| Debt Service Expenditures Subtotal | 16,311,938 | 0 | 16,311,938 | 0 | 16,311,938 |
| Total Debt Service Expenditures | 16,311,938 | 0 | 16,311,938 | 0 | 16,311,938 |
| GRAND TOTAL | \$94,070,672 | \$2,906,091 | \$96,976,763 | \$7,200,200 | \$104,176,963 |

| Budget Category / Organization Set | Object | FY26 Amended Budget | Proposed Q1 Amendments | Proposed FY26 Amended Budget |
|---|---|---------------------|------------------------|------------------------------|
| FUND 10 GENERAL FUND SERVICES & SUPPLIES | | | | |
| 10-10-120 - GF Op-GMO- District Clerk | 5299-0000 - Other Professional Services | \$26,250 | (\$15,000) | \$11,250 |
| 10-30-320 - GF Op-PL- Planning | 5299-0000 - Other Professional Services | \$374,350 | (\$15,000) | \$359,350 |
| 10-50-510 - GF Op-ADMIN- Admin | 6601-0000 - Training & Conferences | \$136,000 | (\$20,000) | \$116,000 |
| 10-50-520 - GF Op-ADMIN- Grants | 5208-0000 - Grant Writing/Funding | \$40,000 | \$30,000 | \$70,000 |
| 10-50-520 - GF Op-ADMIN- Grants | 5299-0000 - Other Professional Services | \$55,000 | (\$10,000) | \$45,000 |
| 10-50-520 - GF Op-ADMIN- Grants | 5503-0000 - Grant Award Agreements | \$120,000 | (\$20,000) | \$100,000 |
| 10-61-631 - GF Op-L&T- Foothills | 5218-0000 - Bio Survey/Monitoring | \$30,000 | \$40,000 | \$70,000 |
| 10-61-631 - GF Op-L&T- Foothills | 5299-0000 - Other Professional Services | \$15,000 | (\$15,000) | \$0 |
| 10-61-631 - GF Op-L&T- Foothills | 7406-0000 - Fuels Management | \$190,000 | \$110,000 | \$300,000 |
| 10-63-621 - GF Op-F&F- Property Management | 5502-0000 - Settlement Agreements | \$0 | \$178,000 | \$178,000 |
| 10-80-820 - GF Op-NR- Vegetation Mgmt | 5211-0000 - Environment/Climate Consult | \$288,000 | \$53,000 | \$341,000 |
| 10-80-820 - GF Op-NR- Vegetation Mgmt | 7403-0000 - Restoration | \$246,000 | (\$25,000) | \$221,000 |
| 10-80-820 - GF Op-NR- Vegetation Mgmt | 7405-0000 - Landscaping | \$20,000 | (\$20,000) | \$0 |
| Fund 10 Services & Supplies Subtotal | | | \$271,000 | |
| FUND 30 MEASURE AA CAPITAL/FIXED ASSETS | | | | |
| 30-20-230-MAA-RP- Land Conservation | 8107-0000 - Title Insur/Escrow | \$20,000 | \$5,000 | \$25,000 |
| 30-30-320-MAA-PL- Planning | 8302-0000 - CEQA Consultant | \$420,000 | \$75,000 | \$495,000 |
| 30-35-325-MAA-E&C- Projects | 8601-0000 - Prime Contractor | \$1,175,000 | \$85,000 | \$1,260,000 |
| 30-61-631-MAA-L&T- Foothills | 8203-0000 - Geotechnical Engineer/Geologist | \$0 | \$45,000 | \$45,000 |
| 30-61-631-MAA-L&T- Foothills | 8501-0000 - Local (County/City) | \$0 | \$9,000 | \$9,000 |
| 30-61-631-MAA-L&T- Foothills | 8502-0000 - State/Regional | \$0 | \$10,000 | \$10,000 |
| 30-61-641-MAA-L&T- Skyline | 8202-0000 - Civil Engineer | \$100,000 | (\$65,000) | \$35,000 |
| 30-61-641-MAA-L&T- Skyline | 8301-0000 - Biologist Services | \$30,000 | (\$30,000) | \$0 |
| Fund 30 Capital/Fixed Assets Subtotal | | | \$134,000 | |
| FUND 40 GENERAL FUND CAPITAL/FIXED ASSETS | | | | |
| 40-20-230-GF Cap-RP- Land Conservation | 8101-0000 - Land Purchase | \$0 | \$5,500,000 | \$5,500,000 |
| 40-20-230-GF Cap-RP- Land Conservation | 8107-0000 - Title Insur/Escrow | \$52,000 | \$6,200 | \$58,200 |
| 40-30-320-GF Cap-PL- Planning | 8302-0000 - CEQA Consultant | \$75,000 | (\$75,000) | \$0 |
| 40-30-320-GF Cap-PL- Planning | 8304-0000 - Environmental Consultant Servs | \$100,000 | (\$100,000) | \$0 |
| 40-35-325-GF Cap-E&C- Projects | 8202-0000 - Civil Engineer | \$1,178,000 | \$1,130,000 | \$2,308,000 |

| Budget Category / Organization Set | Object | FY26 Amended Budget | Proposed Q1 Amendments | Proposed FY26 Amended Budget |
|--|---|---------------------|------------------------|------------------------------|
| 40-35-325-GF Cap-E&C- Projects | 8203-0000 - Geotechnical Engineer/Geologist | \$160,000 | (\$10,000) | \$150,000 |
| 40-35-325-GF Cap-E&C- Projects | 8304-0000 - Environmental Consultant Servs | \$126,000 | \$100,000 | \$226,000 |
| 40-35-325-GF Cap-E&C- Projects | 8502-0000 - State/Regional | \$98,500 | (\$10,000) | \$88,500 |
| 40-35-325-GF Cap-E&C- Projects | 8503-0000 - Federal | \$21,000 | (\$10,000) | \$11,000 |
| 40-35-325-GF Cap-E&C- Projects | 8601-0000 - Prime Contractor | \$3,498,750 | \$226,500 | \$3,725,250 |
| 40-61-631-GF Cap-L&T- Foothills | 8203-0000 - Geotechnical Engineer/Geologist | \$45,000 | (\$45,000) | \$0 |
| 40-61-631-GF Cap-L&T- Foothills | 8404-0000 - Biologist Inspection | \$2,500 | (\$2,500) | \$0 |
| 40-61-631-GF Cap-L&T- Foothills | 8501-0000 - Local (County/City) | \$9,000 | (\$9,000) | \$0 |
| 40-61-631-GF Cap-L&T- Foothills | 8502-0000 - State/Regional | \$10,000 | (\$10,000) | \$0 |
| 40-61-631-GF Cap-L&T- Foothills | 8602-0000 - Grading/Site Work | \$25,000 | (\$17,000) | \$8,000 |
| 40-61-631-GF Cap-L&T- Foothills | 8614-0000 - Equipment/Vehicle Rental | \$25,000 | (\$9,000) | \$16,000 |
| 40-63-671-GF Cap-F&F- Fleet | 8707-0000 - Vehicles | \$1,162,000 | \$130,000 | \$1,292,000 |
| Fund 40 Capital/Fixed Assets Subtotal | | | \$6,795,200 | |
| Grand Total | | | \$7,200,200 | |



Midpeninsula Regional
Open Space District

November 12, 2025
Board Meeting 25-30

REGULAR MEETING

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

Wednesday, November 12, 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, Margaret MacNiven, and Curt Riffle

Director Kersteen-Tucker announced that she is participating in the meeting via teleconference using the AB 2449 “just cause” exemption due to physical disability. She disclosed that her husband is also present in her remote location.

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, Senior Capital Project Manager Paul Kvam, Fleet & Facilities Manager Brandon Stewart, Public Affairs Specialist III Natalie Jolly, Management Analyst II Eduardo Gonzalez, 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.

ORAL COMMUNICATIONS

Public comment opened at 7:02 p.m.

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

Public comment closed at 7:02 p.m.

ADOPTION OF AGENDA

President Cyr reported that General Manager Ana Ruiz requested to hear Agenda Item #14 after Agenda Item #9.

Motion: Director Riffle moved, and Director MacNiven seconded the motion to adopt the modified agenda, with Agenda Item #14 being heard immediately after Agenda Item #9.

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

Director Kishimoto joined the meeting at 7:07 p.m.

SPECIAL ORDERS OF THE DAY

Introduction of Staff

- Ben Talavera, Management Analyst II
- Abraham Lopez, Farm Maintenance Worker
- Scott Reeves, Engineering and Construction Manager

INFORMATIONAL MEMORANDA

- Madonna Creek Equestrian Bridge Removal

CONSENT CALENDAR

Director Riffle requested clarification on Agenda Item #3, noting the listed expenditure of \$48,621 for the Beatty House Removal but the house has not been removed.

Assistant General Manager Brian Malone confirmed that the Beatty House was not removed. He stated staff will review the expenditure and provide an explanation to the Board of Directors (Board).

Director Riffle spoke on Agenda Item # 6, noting that the barn has three potential users: the grazers, the District, and visitors. He requested that when the item returns to the Board, staff include information on the potential uses of the barn.

Director Holman inquired if staff would correct Agenda Item #3 to avoid any misunderstanding regarding the Beatty House.

Ms. Ruiz stated that staff will clarify the item for the Board. She explained that the budget numbers and project names are often established well in advance, and she will consult with the

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Chief Financial Officer to determine whether a revision is necessary. She added that otherwise staff can include an asterisk or a clarification that the decision was to retain the structure.

Public comment opened at 7:29 p.m.

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

Public comment closed at 7:29 p.m.

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

ROLL CALL VOTE: 7-0-0

- 1. Approve the October 22, 2025 Board meeting minutes**
- 2. Approve Claims Report**
- 3. Approve the Purchase of the Santa Clara County Tax-Defaulted Valoff-Pezzoli Property located in unincorporated Santa Clara County as an addition to Sierra Azul Open Space Preserve (Assessor's Parcel Number 558-31-008) (R-25-140)**

General Manager's Recommendations:

1. Determine that the recommended actions are categorically exempt under the California Environmental Quality Act (CEQA).
2. Adopt a resolution approving an Agreement with Santa Clara County to Purchase the Tax-Defaulted property and authorizing the General Manager or other appropriate officer to execute any and all documents necessary or appropriate to purchase the tax-defaulted property and amending the FY2025-26 Budget to increase the Measure AA Fund Capital budget in the amount of \$386,091.
3. Adopt a Preliminary Use and Management Plan for the Property.
4. Withhold dedication of the Valoff-Pezzoli Property as public open space at this time.

4. Award of Contract with Oregon State University for Consultation on Plant Pathogens (R-25-141)

General Manager's Recommendation: Authorize the General Manager to enter into a two-year term contract with Oregon State University to provide ecological consulting services regarding plant pathogens at 14 revegetation sites for a base amount not to exceed \$99,708.

5. Second Reading and Adoption of an Ordinance Adopting the California Building Standards Code (R-25-142)

General Manager's Recommendation: Waive the second reading and adopt an ordinance adopting the 2025 California Building Standards Code.

6. Award of Contract for the Coastside Barn Evaluation Project (R-25-143)General Manager's Recommendations:

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1. Authorize the General Manager to enter into a contract with ZFA Structural Engineers to provide Phase 1 Feasibility Study services to evaluate disposition options for four barns and an accessory structure on the coastside for a not-to-exceed base contract amount of \$63,658.
2. Authorize up to \$135,379 for Phase 2 work for additional structural investigations and basis of design development services for selected structures that are deemed feasible for stabilization or rehabilitation for a not-to-exceed contract amount of \$199,037.
3. Authorize a 15% contingency of \$29,856 to cover unforeseen tasks beyond the current scope, for a total contract amount not-to-exceed \$228,893.

7. Contract Amendment with Irish Excavation for the Prospect Road Culvert Replacement Project at Fremont Older Open Space Preserve (R-25-144)

General Manager's Recommendation: Authorize the General Manager to execute a contract amendment in the amount of \$20,200 with Irish Excavation of Morgan Hill, California for installing additional riprap and erosion control measures, and off-hauling concrete and debris to complete the Prospect Road Culvert Replacement Project (Project), bringing the existing contract to a new not-to-exceed total amount of \$275,755.

8. Reject All Bids for the La Honda Creek Agricultural Water Development Project in La Honda Creek Open Space Preserve (R-25-145)

General Manager's Recommendations:

1. Reject all bids received for the La Honda Creek Agricultural Water Development Project.
2. Authorize the General Manager to re-solicit bids.

BOARD BUSINESS

9. Informational presentation on Board Policy 1.05 Board Correspondence (R-25-146)

District Clerk/Assistant to the General Manager Maria Soria presented. General Manager Ana Ruiz assisted with answering questions.

Director MacNiven expressed a preference for being offered the opportunity to respond independently.

Director Gleason echoed the preference to respond to inquiries independently with assistance from staff.

Director Kersteen-Tucker inquired whether the Board of Directors (Board) needs to agree on the response method or whether directors may independently make the decision.

Ms. Ruiz confirmed that each director has the opportunity to choose for themselves whether staff should universally reply on the director's behalf.

Director Kishimoto agreed that she would like the opportunity to respond independently.

Director Holman expressed concern that e-mails sent to the info@ inbox or the Board Contact portal would be read by staff. She stated the directors are responsible enough to solicit staff input if needed.

Ms. Soria explained that the current practice is established in Board Policy 1.05 and would require a revision in order for e-mails to bypass staff.

Director Gleason stated that he has no objection to e-mails sent through info@ or the Board contact portal being received by staff since there is no presumption of privacy. He explained that the prior practice of staff responding on the director's behalf was not ideal because the director was unaware of the original e-mail until staff included the director on the response to the sender.

Ms. Soria stated that future onboarding trainings of new directors will include a review of Board Policy 1.05 so new directors are aware of how the District manages Board correspondence.

Public comment opened at 8:04 p.m.

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

Public comment closed at 8:04 p.m.

Ms. Ruiz stated that staff will return to the Board with an updated policy.

No Board action required.

10. Approval of Salary Adjustments and Amended Classification and Compensation Plan for Board Appointee Controller (R-25-148)

President Cyr called for a recess at 8:40 p.m. and resumed the meeting at 8:47 p.m. All Board members present.

The Board agreed to consider agenda items #10-12 jointly and take a single, consolidated vote on all three items.

Human Resources Manager Candice Basnigt and Board Appointee Evaluation Committee Chair Curt Riffle presented.

Public comment opened at 8:57 p.m.

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

Public comment closed at 8:57 p.m.

Motion: Director Riffle moved, and Director Kishimoto seconded the motion for agenda items #10 – 12 to:

1. Adopt a resolution to adjust the Controller's base salary upward to \$80,641, plus a one-time merit pay bonus of \$4,032.
2. Adopt a resolution to adjust the General Counsel's base salary upward to \$321,077, plus a one-time merit pay bonus of \$9,632.
3. Adopt a resolution to adjust the General Manager's base salary upward to \$366,390 plus a one-time merit pay bonus of \$10,992.

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ROLL CALL VOTE: 7-0-0

11. Approval of Salary Adjustments and Classification and Compensation Plan for Board Appointee General Counsel (R-25-149)

Agenda item #11 was heard jointly with agenda items #10 and #12.

ROLL CALL VOTE: 7-0-0

12. Approval of Salary Adjustments and Amended Classification and Compensation Plan for Board Appointee General Manager (R-25-150)

Agenda item #12 was heard jointly with agenda items #10 and #11.

13. Governmental Money Purchase Plan and Trust (401(a)) and Retiree Health Savings, both set up as Employee-Only Contribution Plans, for Board Appointees (R-25-151)

Human Resources Supervisor Rebecca Wolfe and Board Appointee Evaluation Committee Chair Curt Riffle presented.

Public comment opened at 9:02 p.m.

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

Public comment closed at 9:02 p.m.

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

1. Adopt a Resolution implementing a new Money Purchase Plan (401(a)) and Trust for Board Appointees and authorize the CFO/Director of Administrative Services to execute all necessary and appropriate documents to establish and administer the Plan.
2. Adopt a Resolution implementing new Retiree Health Savings Plans for Board Appointees and authorize the CFO/Director of Administrative Services to execute all necessary and appropriate documents to establish and administer the Plan.

ROLL CALL VOTE: 7-0-0

14. Award of Contract to Outfit the Open Space Explorer Outreach Vehicle (R-25-147)

This agenda item was heard after agenda item #9.

Public Affairs Specialist III Natalie Jolly and Management Analyst II Eduardo Gonzalez presented. Fleet & Facilities Manager Brandon Stewart assisted with answering questions.

Director Holman inquired whether staff has contacted Los Altos police to gather data on vehicle break-ins.

Ms. Ruiz stated that staff can contact local police and use the response to guide the decision on where to park the vehicle.

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Public comment opened at 8:39 p.m.

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

Public comment closed at 8:39 p.m.

Motion: Director Kishimoto moved, and Director MacNiven seconded the motion to authorize an award of contract to RV Grounded through Fremont Chevrolet to outfit the Open Space Explorer outreach vehicle for an amount not-to-exceed \$133,815.

ROLL CALL VOTE: 7-0-0

INFORMATIONAL REPORTS

A. Committee Reports

Director Gleason provided an update on the Legislative, Funding, and Public Affairs Committee meeting of November 4, 2025.

Director Riffle provided an update on the Planning and Natural Resources Committee meeting of November 4, 2025.

B. Staff Reports

Ms. Ruiz reported that she attended an event hosted by Senator Becker on October 30 and attended the Farm Bureau Veteran's Day Dinner event held on November 7. She announced that the District has opened the La Honda Phase II trails.

C. Director Reports

Director MacNiven reported that she attended the Farm Bureau Veteran's Day Dinner.

Director Kishimoto reported that she hiked the new La Honda Phase II trails and is interested in knowing the demand on Allen Road. She also attended a Bay Area Older Adults event and the District's memorial event held for Jay Thorwaldson on October 24.

Director Holman attended the Jay Thorwaldson event. She also commended Gary Baum for his service and retirement.

Director Riffle reported that he attended the Jay Thordwaldson event, the Peninsula Open Space Trust Conservation Finance Fair held on November 4, and the Bay Area Older Adults event.

Director Kersteen-Tucker reported that she attended the Farm Bureau Veteran's Day Dinner and on November 10 met with Supervisor Canepa to provide an update on District activities.

Director Gleason reported that he attended the Jay Thordwaldson event, the Waterwheel Downhill Ride event, and tabled an event with Santa Clara County Horsemen's Association, Silicon Valley Mountain Bikers, and the Newt Patrol at Fremont Older Open Space Preserve. Also, on November 11 he biked the La Honda trails.

President Cyr attended the Jay Thorwaldson event.

ADJOURNMENT

President Cyr adjourned the regular meeting of the Board of Directors of the Midpeninsula Regional Open Space District meeting at 9:16 p.m.

Shaylynn Neslon
Deputy District Clerk