



Midpeninsula Regional
Open Space District

PROCUREMENT AGENDA ITEM

R-25-103
Meeting 25-20
July 23, 2025

AGENDA ITEM 6

AGENDA ITEM

Amendment to License Agreement with Crown Castle for Use of the Redwood Radio Tower

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.

DISCUSSION

In November 2020, the Board of Directors (Board) approved the General Manager's recommendations for a project to upgrade the Midpeninsula Regional Open Space District (District) radio system to address end-of-life equipment and coverage issues ([R-20-110, minutes](#)). This approval included the addition of the Redwood Radio Tower to the District's radio system.

In October of 2022, the Board approved the General Manager's recommendation to enter into a license agreement with Crown Castle for District use of the Redwood Radio Tower. Subsequently, a license agreement was executed for a 10-year term with four additional renewal periods of five years each, for a maximum of thirty years with an annual escalator of 3% each November 1st, resulting in a total 10-year and 30-year cost not-to-exceed \$185,964 and \$773,952 respectively.

During the detailed design phase of the new radio system in Spring of 2025, it was determined that an additional antenna was required at the Redwood Radio Tower site. The installation of this antenna would increase the monthly rent at the site by \$100/month beginning August 1, 2025.

BUDGET / FISCAL IMPACT

This amendment will increase the monthly lease by \$100 per month starting in August 2025, increasing the cost for Fiscal Year 2026 by \$1,100. The total increase comes to \$9,522 for the initial 10-year term (7 years remaining) and a total increase of \$47,387 for the entire 30-year term (27 years remaining).

The current fiscal year budget contains:

- ☒ sufficient funds.
- ☐ insufficient funds; the next quarterly budget update will include a reallocation of unspent funds from other project budgets to cover for this expenditure.
- ☐ insufficient funds; approval of this item requires a fiscal year budget augmentation.
- ☐ future fiscal year budgets will include additional funds to complete the contracted work.

Measure AA

- ☒ No, this contract is not part of a Measure AA project.

PRIOR BOARD ACTION SUPPORTING THE PROJECT

- **November 18, 2020:** Radio System Assessment Report and Recommendations ([R-20-110](#), [minutes](#))
- **October 26, 2022:** License Agreement with Crown Castle for Use of the Redwood Radio Tower ([R-22-119](#), [minutes](#))

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

Following Board approval, the General Manager will amend a contract with Crown Castle to allow for the installation of an additional antenna at the Redwood Tower radio site.

Responsible Department Head:

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Prepared by/contact person:

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