Midpeninsula Regional Open Space District

NOTICE OF SPECIAL AND REGULAR BOARD MEETING

Meeting 26-25
Board Room of the Midpeninsula Regional Open Space District Administrative Office
5050 El Camino Real, Los Altos, CA 94022

AGENDA

Wednesday, October 14, 2026

Special Meeting 5:00 PM
Regular Meeting starts at 7:00 PM*

The Midpeninsula Regional Open Space District (Midpen) Board meetings are held in person at the District's Administrative Office, and by teleconference pursuant to Government Code Section 54953.

PUBLIC ATTENDANCE OPTIONS

1. In person at the Midpen Administrative Office: the Board Room is open to the public during meetings of the Board of Directors.
2. Remotely via Zoom: Join the meeting conference by clicking this link: https://openspace.zoom.us/j/83982664398
3. By phone: dial (669) 900-6833 or (346) 248-7799 and enter the Meeting ID: 839 8266 4398

SUBMITTAL OF PUBLIC COMMENTS

Members of the public may submit written comments to be provided to the Board, or register to make oral comments, as follows:

- Written comments may be submitted via the public comment form at: https://www.openspace.org/public-comment.
- Requests to provide oral comment must be submitted prior to the time when public comment on the agenda item is closed as follows:
  - In-person attendance: submit a request via the paper-based public comment form at the meeting.
  - Remote attendance: submit a request through the public comment form at: https://www.openspace.org/public-comment.
- Any comments received after the deadline will be provided to the Board after the meeting.

5:00 SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

ROLL CALL

1. Consideration of a Commemorative Bench in honor of Jean Rusmore at Windy Hill Open Space Preserve (R-26-146)

Staff Contact: Gabi Navarrete, Administrative Assistant, Public Affairs Department
General Manager's Recommendation: Approve a request to recognize Jean Rusmore, open space advocate and significant supporter of the Midpeninsula Regional Open Space District, with a commemorative bench on Anniversary Trail at Windy Hill Open Space Preserve.

2. **Options to Fill a Board Director Vacancy Resulting from the Resignation of Director Jed Cyr (R-26-147)**

Staff Contact: Maria Soria, District Clerk/ Assistant to the General Manager, General Manager's Office

General Manager's Recommendations:

1. Determine whether to fill the Ward 3 Board Director vacancy for the term ending January 3, 2028 by appointment or special election.
2. If filling the Ward 3 vacancy by appointment, approve the following recruitment procedure for the Ward 3 vacancy:
    a) Approve the application form;
    b) Affirm or modify the general criteria for appointment to the Board of Directors;
    c) Affirm or modify the procedures for interviews; and
    d) Approve the proposed timeline for filling the vacancy.
3. If filling the Ward 3 vacancy by special election, adopt the appropriate resolution calling the special election and requesting consolidation of elections and election services from the Santa Clara County Registrar of Voters.
4. Authorize the Board President to appoint Board members to fill the vacancies on the following committees for the remainder of calendar year 2026: Planning & Natural Resources Committee and Legislative, Funding & Public Affairs Committee.

ADJOURNMENT

7:00 REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

ROLL CALL

ORAL COMMUNICATIONS

This portion of the agenda is for members of the public to comment on items not on the agenda; however, the Brown Act (Open Meeting Law) does not allow action by the Board of Directors on items not on the agenda. Individuals are limited to one comment during this section.

ADOPTION OF AGENDA

CONSENT CALENDAR

All items on the Consent Calendar may be approved without discussion by one motion. Board members, the General Manager, and members of the public may request that an item be removed from the Consent Calendar during consideration of the Consent Calendar.

1. Approve the September 23, 2026 meeting minutes

2. Claims Report

3. Amendment to the Classification and Compensation Plan for the Field Resource Specialist (R-26-148)

Staff Contact: Rebecca Wolfe, Human Resources Supervisor, Human Resources Department
General Manager's Recommendation: Adopt a resolution amending the Classification and Compensation Plan changing the title of Field Resource Specialist to Field Resource Supervisor

4. Award of Contract for the preparation of a Sensitive Species Protection Program for Bayfront Preserves and the associated California Environmental Quality Act (CEQA) compliance document (R-26-149)

Staff Contact: Mattea Ottoboni, Planner II, Planning Department and Karine Tokatlian, Senior Resource Management Specialist, Natural Resources Department
General Manager's Recommendations:

1. Authorize the General Manager to execute a contract with Integral Consulting, Inc., to prepare a Sensitive Species Protection Program for Bayfront Preserves and the associated CEQA compliance document for a base amount not to exceed $295,399.
2. Authorize a 15% contingency of $44,310 to cover unforeseen conditions beyond the current scope of work.
3. Authorize a separate contract allowance of $75,412 for regulatory permits to implement the option of high tide refuge islands (or other landscape habitat enhancements) as part of sensitive species protection actions, bringing the total not-to-exceed contract amount to $415,121.

5. Contract Amendment for Consulting Services to Refresh the Employee Performance Evaluation Process and Develop an Organizational Culture Handbook (R-26-150)

Staff Contact: Katie Gilmur, DEI Specialist, Human Resources Department
General Manager's Recommendation: Authorize the General Manager to amend a contract with ReadySet Solutions Co., increasing the base contract amount by $69,805 and adding a contingency of $10,471, for a total not-to-exceed contract amount of $379,546, to refresh the employee performance evaluation process and develop an organizational culture handbook.

6. Appointment of Three Measure AA Bond Oversight Committee Members (R-26-151)

Staff Contact: Maria Soria, District Clerk/Assistant to the General Manager, General Manager's Office
General Manager's Recommendation: Appoint Kit Gordon, Steven Permut, and Jeff Bryon to serve on the Measure AA Bond Oversight Committee for a four-year term.

7. Contract Amendment with Ascent Environmental for Environmental Consulting Services for the Purisima Comprehensive Use and Management Plan (R-26-152)

Staff Contact: Brittany Wheatman, AICP, Planner II, Planning Department
General Manager's Recommendations:

1. Authorize the General Manager to execute a contract amendment with Ascent Environmental for additional environmental consulting services for the Purisima Comprehensive Use and Management Plan in the amount of $39,969, bringing the total not-to-exceed contract amount to $340,800.
2. Authorize an additional 15% contingency in the amount of $5,995 to cover unforeseen tasks and unanticipated issues beyond the current scope, bringing the not-to-exceed contract amount to $346,795.

BOARD BUSINESS

Public comment on agenda items is received at the time each item is considered by the Board of Directors.

8. Revisions to Board Policy 6.07 *Code of Conduct Policy* and Board Policy 1.06 *Board Officers*, and formation of an Ad Hoc Committee to support the preparations of a future Board Governance Workshop (R-26-153)

Staff Contact: Maria Soria, District Clerk/Assistant to the General Manager, General Manager's Office
Board Governance Ad Hoc Committee Recommendations:

1. Review and approve revisions to Board Policy 6.07 *Code of Conduct Policy.*
2. Review and approve revisions to Board Policy 1.06 *Board Officers* to align with and complement the updates to Board Policy 6.07.
3. Form an Ad Hoc Committee to develop the agenda and content for a Board Governance Workshop anticipated early 2027.

9. Strategic Communications Plan (R-26-154)

Staff Contact: Lori Low, Public Affairs Manager, Public Affairs Department
General Manager's Recommendation: Receive an informational presentation on the Strategic Communications Plan. No board action is required.

INFORMATIONAL REPORTS – Reports on compensable meetings attended. Brief reports or announcements concerning activities of District Directors and staff; opportunity to refer public or Board questions to staff for information; request staff to report to the Board on a matter at a future meeting; or direct staff to place a matter on a future agenda. Items in this category are for discussion and direction to staff only. No final policy action will be taken by the Board.

A. Committee Reports
B. Staff Reports
C. Director Reports

ADJOURNMENT

**Times are estimated and items may appear earlier or later than listed. The Agenda is subject to a change of order.*

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the District Clerk at (650) 691-1200. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

Written materials relating to an item on this Agenda that are considered to be a public record and are distributed to Board members less than 72 hours prior to the meeting, will be available for public inspection at the District's Administrative Office at 5050 El Camino Real, Los Altos, California 94022.

CERTIFICATION OF POSTING OF AGENDA

I, Maria Soria, District Clerk for the Midpeninsula Regional Open Space District (MROSD), declare that the foregoing agenda for the special and regular meetings of the MROSD Board of Directors was posted and available for review on October 8, 2026, at the Administrative Offices of MROSD, 5050 El Camino Real, Los Altos, California, 94022. The agenda and any additional written materials are also available on the District's website at http://www.openspace.org.

Maria Soria

Maria Soria, MMC
District Clerk