Midpeninsula Regional
Open Space District

R-26-172
Meeting 26-28
November 12, 2026

AGENDA ITEM 1

AGENDA ITEM

Ward 3 Vacancy – Interview Questions and Timeline

GENERAL MANAGER'S RECOMMENDATION

Select interview questions for applicants seeking appointment to the vacant Ward 3 office and approve the revised timeline for filling the vacancy.

SUMMARY/DISCUSSION

On September 23, 2026, Ward 3 director, Jed Cyr, announced his intention to resign from the Midpeninsula Regional Open Space District (District) Board of Directors (Board), effective October 15, 2026. On October 14, 2026, the Board determined to fill the vacancy by appointment to complete the remainder of the Ward 3 term, which expires January 1, 2029. At the special Board meeting on November 12, 2026, staff will present an array of interview questions for the Board to review. The review will focus on ensuring that the questions are relevant, consistent, and designed to provide meaningful insight into each applicant's qualifications, experience, and commitment to public service. The Board will make their selection as part of their review.

At the October 14, 2026 meeting, the Board approved the appointment process schedule (Attachment 1). The application period concluded on Friday, November 6, 2026, at 5:00 p.m. The District received 4 applications. Given the number of applications received, staff recommends proceeding with the November 18 special meeting and canceling the December 1 meeting. This approach will streamline the interview process while still allowing a thorough evaluation of each applicant. It is anticipated that the Board will select a new director to fill the Ward 3 vacancy through a formal vote on November 18, pending a Board decision to adjust the vacancy timeline. The swearing in of the new Ward 3 director will remain scheduled for December 9, 2026, to meet the 60-day appointment deadline of December 14, 2026.

FISCAL IMPACT

None

PRIOR BOARD OR COMMITTEE REVIEW

October 14, 2026 Board Meeting: The Board determined to fill the Ward 3 Board vacancy by appointment and approved the appointment schedule (R-26-147, Meeting 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

The District Clerk will schedule applicant interviews for the November 18, 2026 special meeting, pending Board approval of the revised vacancy schedule.

Attachment
1. Revised Schedule for Appointment of Director in Ward 3

Responsible Department Head:
Ana Ruiz, General Manager

Prepared by:
Shaylynn Nelson, Deputy District Clerk, General Manager's Office

Proposed Schedule for Appointment of Ward 3 Director of Midpeninsula Regional Open Space District

October 14, 2026	Board meets to determine whether to fill the vacancy by appointment or special election
October 15, 2026	Effective date of Ward 3 vacancy
October 15-21, 2026	Press release announcing intent to fill Ward 3 vacancy by appointment
	Posting of notice of intent to fill a vacancy at least 15 days before appointment is made
	Publishing of vacancy notice and intent to fill by appointment in the *San Jose Mercury News,* and the *Sunnyvale Sun*.
November 6, 2026	Deadline for receipt of applications for Ward 3 (a 3-week application period)
November 12, 2026	Special Board Meeting, if needed, for the purpose of screening applications if more than ten (10) applications are received. Applications will be screened to select no more than eight candidates to be interviewed. The Board will also review proposed interview questions.
November 18, 2026	Special Meeting: ~~Initial i~~Interviews for Ward 3 applicants Discussion of next steps to appoint new Ward 3 Director
~~December 1, 2026~~	~~Special Meeting: Final Interview(s) for Ward 3 applicant(s)~~ ~~Discussion of next steps to appoint new Ward 3 Director~~
December 9, 2026	Appointment of new Ward 3 Director Adoption of Appointment Resolution Swearing in of New Director
December 14, 2026	Last day to fill position by appointment