



Midpeninsula Regional  
Open Space District

## NOTICE OF SPECIAL AND REGULAR BOARD MEETING

Meeting 25-01

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

### AGENDA

**Wednesday, January 8, 2025**

**Special Meeting starts at 6:00 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/82083613318>
3. By phone: dial (669) 900-6833 or (346) 248-7799 and enter the Meeting ID: 820 8361 3318

#### **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.

### **6:00 SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT**

#### **ROLL CALL**

- 1. Annual Bond Disclosure Training for the Board of Directors, Members of the Disclosure Working Group, and Contributors (R-25-01)**

Staff Contact: Rafaela Ocegüera, Budget and Finance Manager, Budget and Finance Department

General Manager's Recommendation: Receive the annual training on Bond Disclosure obligations, responsibilities, and potential liabilities. No Board action required.

## 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

#### SPECIAL ORDERS OF THE DAY

##### Introduction of Staff

- Emily Curley, Administrative Assistant
- Gabi Navarrete, Administrative Assistant
- Lu Spigelman, Administrative Assistant
- Charles Bick Tanner III, Administrative Assistant

#### 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 November 20, December 3, and December 11, 2024 meeting minutes**
2. **Claims Report**
3. **Award of Contract with Vollmar Natural Lands Consulting for a Districtwide Survey and Assessment of Sensitive-Status Herpetofauna (Amphibians and Reptiles) Species (R-25-02)**

Staff Contact: Ariel Starr, Resource Management Specialist I, Natural Resources Department

##### General Manager's Recommendations:

1. Authorize the General Manager to execute a contract with Vollmar Natural Lands Consulting to survey and assess the sensitive-status herpetofauna on District lands for a not-to-exceed base contract amount of \$224,802.
  2. Authorize a 10% contingency in the amount of \$22,480 to be reserved for unanticipated issues, bringing the total not-to-exceed contract amount to \$247,282.
4. **Contract Amendment for Consultant Services with LSA Associates, Inc., for the Bear Creek Redwoods Parking Lot Culvert Replacement Project (R-25-03)**

Staff Contact: Ivana Yeung, Capital Project Manager III, Engineering & Construction Department

General Manager's and Controller's Recommendation: Authorize the General Manager to amend a contract with LSA Associates, Inc., to provide additional necessary technical support to obtain environmental permits for the Bear Creek Redwoods Parking Lot

Culvert Replacement Project in the amount of \$8,000, for a total contract amount not-to-exceed \$60,000.

**5. Reject All Bids for the Driscoll Ranch Well Drilling Project in La Honda Creek Open Space Preserve (R-25-04)**

Staff Contact: Leigh Guggemos, Capital Project Manager III, Engineering and Construction Department

General Manager's Recommendations:

1. Reject all bids received for the Driscoll Ranch Well Drilling Project in La Honda Creek Open Space Preserve.
2. Authorize the General Manager to re-solicit bids.

**6. Award of Contract for the Development of a Santa Cruz Kangaroo Rat Habitat and Population Management Plan (R-25-05)**

Staff Contact: Matt Sharp Chaney, Resource Management Specialist II, Natural Resources

General Manager's Recommendations:

1. Award a contract to Jodi McGraw Environmental Consulting to create a Habitat and Population Management Plan to increase the population resiliency of Santa Cruz kangaroo rat within Sierra Azul Open Space Preserve for a not-to-exceed base contract amount of \$86,875.
2. Authorize a 15% contingency in the amount of \$13,031 for unanticipated challenges in conducting field studies and habitat suitability modeling, bringing the agreement to a not-to-exceed amount of \$99,906.
3. Authorize an allowance of \$13,560 that would be reserved solely to obtain a more robust habitat connectivity analysis if prior habitat suitability modeling is inadequate for that purpose, for a not-to-exceed total contract amount of \$113,466.

**7. Award of Contract for Environmental Consulting Services for the Purisima Pond Improvement Project (R-25-06)**

Staff Contact: Matt Sharp Chaney, Resource Management Specialist II, Natural Resources

General Manager's Recommendations:

1. Award a contract to Balance Hydrologics, Inc., to provide environmental consulting services, including geotechnical investigation, hydrological analysis, permitting, and pond design services, to support repairs and modifications to Purisima Pond for a not-to-exceed base contract amount of \$164,498.
2. Authorize a 10% contingency in the amount of \$16,450 to be reserved for unanticipated issues, bringing the total contract amount to \$180,948.
3. Authorize an allowance of \$69,593 for stand-alone permitting services in the event that programmatic permits are not applicable, or available within the project timeline, to cover the scope of the final selected design for construction, for a total not-to-exceed contract amount of \$250,541.

## **BOARD BUSINESS**

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

### **8. Election of the Calendar Year 2025 Officers for the Midpeninsula Regional Open Space District Board of Directors (R-25-07)**

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

General Manager's Recommendation: Elect Officers of the Board of Directors for Calendar Year 2025.

### **9. Consideration of Moving from Detailed Summary Minutes to Action Minutes (R-25-08)**

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

General Manager's Recommendation: Authorize the transition from detailed summary minutes to action type minutes as the official format for all Brown Act meetings and approve the proposed amendments to Board Policy 1.02, *Board Meetings*, that reflects this change along with other minor updates to the policy.

### **10. Annual Findings for up to Six Compensated Board Meetings Per Month (R-25-09)**

Staff Contact: Hilary Stevenson, General Counsel

General Manager's Recommendation: Adopt a Resolution making annual findings that more than five Board meetings per month are necessary for the effective operation of the Midpeninsula Regional Open Space District.

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 located 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 January 2, 2025, 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, MMC, CPMC  
District Clerk

