



Midpeninsula Regional
Open Space District

NOTICE OF SPECIAL AND REGULAR BOARD MEETING

Meeting 25-03

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

AGENDA

Wednesday, January 22, 2025

Special Meeting starts at 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/85709011035>
3. By phone: dial (669) 900-6833 or (346) 248-7799 and enter the Meeting ID: 857 0901 1035

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. Skyline Field Office Rapid Assessment Results and Selection of the Sherrill Site in Monte Bello Open Space Preserve as the new Skyline Field Office Location to Begin Conceptual Design (R-25-10)**

Staff Contact: Galli Basson, Planner III, Planning Department

General Manager's Recommendations:

1. Accept the Skyline Field Office Rapid Assessment and Site Selection Report.

2. Select the Sherrill Site as the new Skyline Field Office location to advance into the conceptual design phase.

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

- Judd Volino, Volunteer Program Lead
- Chelsea Young, Field Resource Specialist
- Tim Sandage, Open Space Technicians
- Michael Vitols, Open Space Technicians
- Joe Flewelling, Open Space Technicians
- Chris Anderson, Open Space Technicians

INFORMATIONAL MEMORANDA

- Maher Property Additions, Purisima Creek Redwoods Open Space Preserve
- Review Use of Contingency Funds FY24

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 January 8, 2025 meeting minutes**
2. **Claims Report**
3. **Appointment of the Board of Directors Standing Committee Members and Representatives to Various Bodies, Including the Governing Board of the Midpeninsula Regional Open Space District Financing Authority, for Calendar Year 2025 (R-25-11)**

Staff Contact: Jed Cyr, Board President

Board President's Recommendations: Approve the Board President's appointments to the Board Standing Committees and other bodies, including the Governing Board of the Midpeninsula Regional Open Space District Financing Authority, and the compensable status for attendance at these meetings.

4. Approve the addition of a new Central Services Department Manager position as recommended by the Financial and Operational Sustainability Model Refresh (R-25-12)

Staff Contact: Brian Malone, Assistant General Manager, General Managers Office
General Manager's Recommendation: Approve the addition of a new Central Services Department Manager position to begin the process of restructuring operational programs between the existing Land and Facilities Department and a new Central Services Department. This change will enable an expanded specialization, focus, and leadership of essential core functions to better meet program and project delivery commitments, increase capital project workflow, and ensure capacity keeps pace with the growth in public visitation, land acreage preserved, and new miles of trail added within the open space preserves.

5. Award of Contract to Primal Paint Inc., for the Exterior Painting of three (3) Residences and Two (2) Accessory Structures located within El Corte de Madera, La Honda Creek and Thornewood Open Space Preserves (R-25-13)

Staff Contact: Susan Weidemann, Property Management Specialist II, Land and Facilities Services

General Manager's Recommendations:

1. Authorize the General Manager to award a contract to Primal Paint Inc., to paint the exteriors of three residences and two accessory structures located in El Corte de Madera, La Honda Creek and Thornewood Open Space Preserves for a not-to-exceed base contract amount of \$60,630.00.
2. Authorize a 10% contingency of \$6,063.00 to cover unforeseen tasks beyond the current scope, bringing the total not-to-exceed contract amount to \$66,693.00.

6. Grant Agreement under the United States Department of Transportation Federal Highway Administration Highway Infrastructure Program to support the Highway 17/El Sereno Open Space Preserve Spooky Knoll Trail Project (R-25-14)

Staff Contact: Daniel Morrison, Grants Management Analyst II, Administrative Services

General Manager's Recommendations:

1. Adopt a resolution authorizing the General Manager to enter into a grant funding agreement for \$400,000 in United States Department of Transportation Federal Highway Administration Highway Infrastructure Program funding.
2. Confirm continued use of "Spooky Knoll" as the trail name for consistency with the Congressional funding designation; if desired, future renaming of the trail could be investigated after construction is completed and grant obligations are fulfilled.

7. Award of On-Call Contracts for Inventory and Monitoring of Botanical Resources Services (R-25-15)

Staff Contact: Coty Sifuentes-Winter, Senior Resources Management Specialist, Natural Resources

General Manager’s Recommendation:

Award contracts for on-call botanical services to the following five firms, each contract with a term of four (4) years and a not-to-exceed contract amount of \$320,000:

1. Avila and Associates, Inc., of Walnut Creek, CA
2. H. T. Harvey and Associates of Los Gatos, CA
3. Nomad Ecology, LLC of Martinez, CA
4. UC Santa Cruz Arboretum & Botanic Garden (University of California, Santa Cruz)
5. Vollmar Natural Lands Consulting, Inc., of Berkeley, CA

BOARD BUSINESS

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

- 8. Proposed purchase of the Alves Properties: 1) 2.61-acre Commercial Property at 2251 South Cabrillo Highway and 1602 Miramontes Point Road, Half Moon Bay, CA as a potential new Coastal Area Field Office site (San Mateo County APNs 066-093-270 and 066-093-280) and 2) 31.26 and 31.42-acre Open Space Properties (62.68 acres total) on Miramontes Point Road in unincorporated San Mateo County as additions to Miramontes Ridge Open Space Preserve (San Mateo County APNs 066-430-100 and 066-430-110) (R-25-16)**

Staff Contact: Aaron Peth, Real Property Planner, Real Property Department

General Manager’s Recommendations:

1. Determine that the recommended actions are categorically exempt from the California Environmental Quality Act (CEQA), as set out in the staff report.
2. Adopt a Resolution authorizing the purchase of the Alves Properties for \$8,100,000 with a corresponding authorization for a Fiscal Year 2024-25 budget adjustment of the same amount.
3. Adopt a Use and Management Plan for the Open Space Properties, as set out in the staff report.
4. Withhold dedication of the Alves Properties as public open space at this time.

- 9. Hawthorns Historic Complex – Lower Barn Partnership Opportunity (R-25-17)**

Staff Contact: Galli Basson, Planner III, Planning Department

General Manager’s Recommendation: Direct the General Manager to pursue a partnership for rehabilitating and programming the Hawthorns Historic Complex Lower Barn and bring the proposed terms and conditions of a partnership agreement to the Board of Directors at a later meeting for consideration of approval.

- 10. Amendments to Board Policy 2.03, *Employee Compensation Guiding Principles* (R-25-18)**

Staff Contact: Rebecca Wolfe, Human Resources Supervisor, Human Resource Department

General Manager’s Recommendation: Adopt the amendments to Board Policy 2.03, *Employee Compensation Guiding Principles*, also referred to as the “compensation

philosophy,” provided as Attachment 1 to this item, as unanimously supported by the Action Plan and Budget Committee.

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 16, 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

