



SPECIAL AND REGULAR MEETING

**BOARD OF DIRECTORS
MIDPENINSULA REGIONAL OPEN SPACE DISTRICT**

Wednesday, September 11, 2024

*The Board of Directors conducted this meeting in accordance with
California Government Code section 54953.*

DRAFT MINUTES

**SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA
REGIONAL OPEN SPACE DISTRICT – CLOSED SESSION**

President MacNiven called the special meeting of the Midpeninsula Regional Open Space District to order at 5:00 p.m.

ROLL CALL

Members Present: Jed Cyr, Craig Gleason, Karen Holman, Zoe Kersteen-Tucker, Yoriko Kishimoto, Margaret MacNiven, and Curt Riffle

Members Absent: None

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

President MacNiven that the public has the opportunity to comment on the agenda, and the opportunity to listen to this meeting through the internet or via telephone. This information can be found on the meeting agenda, which was physically posted at the District's Administrative Office, and on the District website.

**1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code
Section 54957(b)(1))**

Title of Employee: Controller
General Counsel
General Manager

Public comment opened at 5:01p.m.

District Clerk/Assistant to the General Manager Maria Soria reported no public comments were submitted for the closed session.

Public comment closed at 5:01 p.m.

The Board convened into closed session.

ADJOURNMENT

President MacNiven adjourned the special meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 6:50 p.m.

REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

President MacNiven called the regular meeting of the Midpeninsula Regional Open Space District to order at 7:01 p.m.

ROLL CALL

Members Present: Jed Cyr, Craig Gleason, Karen Holman, Zoe Kersteen-Tucker, Yoriko Kishimoto, Margaret MacNiven, and Curt Riffle

Members Absent: None

Staff Present: General Manager Ana Ruiz, General Counsel Hilary Stevenson, Assistant General Manager Susanna Chan, District Clerk/Assistant to the General Manager Maria Soria, Executive Assistant/Deputy District Clerk Shaylynn Nelson, Management Fellow Samantha Rozal, Information Systems & Technology Manager Casey Hiatt

President MacNiven announced that the public has the opportunity to comment on the agenda, and the opportunity to listen to this meeting through the internet or via telephone. This information can be found on the meeting agenda, which was physically posted at the District's Administrative Office, and on the District website.

REPORT OUT OF CLOSED SESSION

President MacNiven reported the Board met in closed session and no reportable action was taken.

ORAL COMMUNICATIONS

Public comment opened at 7:02 p.m.

District Clerk Maria Soria reported there were no public speakers for this item.

Public comment closed at 7:02 p.m.

ADOPTION OF AGENDA

Motion: Director Cyr moved, and Director Holman seconded the motion to adopt the agenda.

ROLL CALL VOTE: 7-0-0

SPECIAL ORDERS OF THE DAY

- Samantha Rozal, Management Fellow

CONSENT CALENDAR

Public comment opened at 7:08 p.m.

Ms. Soria reported there were no public speakers for this item.

Public comment closed at 7:08 p.m.

Motion: Director Kishimoto moved, and Director Riffle seconded the motion to approve the Consent Calendar.

ROLL CALL VOTE: 7-0-0

- 1. Approve the August 28, 2024 Board meeting minutes**
- 2. Approve Claims Report**
- 3. Adoption of a Resolution Approving the Midpeninsula Regional Open Space District Annex of the 2023 Santa Clara County Multi-Jurisdictional Local Hazard Mitigation Plan (R-24-112)**

General Manager’s Recommendation: Adopt a resolution approving the Midpeninsula Regional Open Space District Annex of the 2023 Santa Clara County Multi-Jurisdictional Hazard Mitigation Plan.

- 4. Capital Equipment Purchase for Fiscal Year 2024-2025 (R-24-113)**

General Manager’s Recommendations:

1. Authorize the General Manager to execute a purchase contract with the California Department of General Services and associated contract dealers for 8 vehicles (three patrol vehicles, four maintenance, and one administrative resulting in three replacements and five new vehicles) for a not-to-exceed amount of \$943,000.
 2. Authorize the General Manager to execute a purchase contract with the California Department of General Services and associated contract dealers for 8 pieces of equipment (three replacement pieces and five new) for a not-to-exceed amount of \$700,000.
 3. Authorize the General Manager to make changes to the make, model, and type of vehicle or equipment to meet the purpose expressed in this report within the grand total not-to-exceed expenditure approval for vehicles and equipment of \$1,643,000.
- 5. Award of Contract for Design and Engineering Services for the Foothill Field Office Annex Foundation Repair Project at Rancho San Antonio Open Space Preserve (R-24-114)**

General Manager’s Recommendations:

1. Award a contract to Wiss, Janney, Elstner Associates, Inc., for design, engineering, and construction administration services for the Foothill Field Office Annex Foundation Repair Project for a not-to-exceed base contract amount of \$76,600, and \$1,500 for reimbursable expenses.
2. Authorize a 15% contingency of \$11,490 to cover unforeseen tasks beyond the current scope, bringing the total not-to-exceed contract amount to \$89,590.

BOARD BUSINESS

6. Measure AA Bond Oversight Committee Interviews

The Board of Directors interviewed six applicants for the four vacant positions on the Measure AA Bond Oversight Committee (BOC) for terms ending in 2028. President MacNiven reviewed the process of the interviews and stated that the District Clerk will collect and tabulate the overall rankings at the end of the process. The results will be presented at the September 25 Board meeting and the Board will select the four applicants to serve on the BOC.

The Board recessed at 8:00 p.m. and reconvened at 8:20 p.m.

Public comment opened at 8:46 p.m.

Ms. Soria reported there were no public speakers for this item.

Public comment closed at 8:46 p.m.

President MacNiven stated that the Board will select and appoint the four positions at the September 25, 2024 Board meeting.

No Board action required.

INFORMATIONAL MEMORANDA

- Acceptance of Low Value Interest Report (Redwood Park Gift Parcel) - Haley Property
- Draft Comment Letter - San Francisquito Creek Joint Powers Authority regarding SAFER Bay Project

INFORMATIONAL REPORTS

A. Committee Reports

Director Kersteen-Tucker reported that the Planning and Natural Resources Committee met on September 10. The meeting focused on the proposed shuttle and parking management concepts for Purisima Creek Redwoods Open Space Preserve.

Director Riffle reported that the Board Appointee Evaluation Committee met on September 3 and that work was brought before the Board at today’s Closed Session.

B. Staff Reports

None

C. Director Reports

Director Kishimoto reported she attended the Bay Conservation and Development Commission meeting on September 5.

Director Holman noted that the Palo Alto City Council will meet on September 16 and will consider the possible expansion of the airport, which will affect Cooley Landing. She inquired if staff was aware and if they will be submitting a comment letter.

General Manager Ana Ruiz noted that staff is not aware and asked if the Board would be interested in having staff draft a comment letter. The Board agreed, and Ms. Ruiz stated she will ensure that staff prepares and sends a comment letter.

Director Holman reported that she, along with three others, delivered a District update presentation to the Mountain View City Council meeting on September 10.

Director Riffle thanked Governmental Affairs Program Manager Josh Hugg for organizing the logistics of the presentation with the City of Mountain View, noting that it was his final city presentation of the year. He also reported that he tabled over the weekend at Deer Hollow Farm, conducted two Bear Creek Stables (BCS) Working Group meetings on September 5 and 9, and that the Bear Creek Stables ad hoc committee is scheduled to meet on September 12. Additionally, he will participate in a ranger ride-along on September 18.

Director Gleason reported that the Santa Clara Special District Association met on September 9 at the District's administrative office and Senior Resource Management Specialist Coty Sifuentes-Winters provided a well-received presentation on Fire Resiliency. He reported that his BCS Working Group continues to meet and thanked Assistant General Manager Susanna Chan and Assistant General Manager Brian Malone for their work in guiding that process and preparing for the September 12 BCS ad hoc committee meeting.

Director Holman reported that her BCS Working Group has been meeting continuously. She thanked the members for their hard work, as well as Ms. Chan and Mr. Malone for their assistance.

Director Kersteen-Tucker reported she along with Ms. Ruiz and staff members met with members of the Farm Bureau at the Bay City Nurseries Property to discuss the feasibility of using it as a coastal field office among other uses.

ADJOURNMENT

President MacNiven adjourned the regular meeting of the Board of Directors of the Midpeninsula Regional Open Space District in honor of the safety personnel who were heroically involved, as well as the broader community affected by, the September 11, 2001, terror attacks and went into a special meeting of the Board of Directors at 8:55 p.m.

SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT – CLOSED SESSION

ROLL CALL

Members Present: Jed Cyr, Craig Gleason, Karen Holman, Zoe Kersteen-Tucker, Yoriko Kishimoto, Margaret MacNiven, and Curt Riffle

Members Absent: None

Staff Present: General Manager Ana Ruiz, General Counsel Hilary Stevenson, Assistant General Manager Brian Malone, Assistant General Manager Susanna Chan, and District Clerk/Assistant to the General Manager Maria Soria

Public comment opened at 8:55 p.m.

Ms. Soria reported there were no public speakers for this item.

Public comment closed at 8:55 p.m.

The Board convened into closed session at 8:56 p.m.

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)

Property: San Mateo County APN: 078-280-100

Agency Negotiator: Kelly Hyland, Sr. Real Property Agent

Negotiating Party: Walter Jodicke

Under Negotiation: Purchase Terms

2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)

Property: Santa Clara County APN(s): 562-04-006 and 562-04-015

Agency Negotiator: Allen Ishibashi, Real Property Manager

Negotiating Party: Roland Estrada, Administrator of the Estate of William Estrada II

Under Negotiation: Purchase Terms

ADJOURNMENT

President MacNiven adjourned the special meeting of the Board of Directors of the Midpeninsula Regional Open Space District at 9:35 p.m.

Maria Soria, MMC
District Clerk