



DRAFT Minutes of the Special Meeting of the Board of Directors

Friday, August 8, 2025

1:30 – 2:00 p.m.

Location: 80 Stone Pine Road, Suite 100, Half Moon Bay, CA 94019 and via Zoom

Directors: Barbara Kossy, Michelle Weil, Steve Stielstra, Troy Guy (On leave: Adrienne Etherton)

Associate Directors: Denise Phillips (Absent: Zahra Kassam, Helen Wolter, John Wade)

RCD staff: Kellyx Nelson, Timothy Federal, Carolyn Kriso, Kati McHugh

1. Call to Order

Kossy called the meeting to order at 1:31 p.m.

2. Approval of Agenda

This item was skipped.

3. Introduction of Guests and Staff

All in attendance introduced themselves.

4. Regular Agenda

4.1. Board will consider contracting with Community Tree Service (CTS) for the Pescadero Creek County Park Forest Health Project.

- Nelson reviewed the attached memorandum and basis of decision.
- Discussion included why there may have been such a gap between the bid amounts, the materials that were missing from the incomplete bid, the RCD's obligation to accept the lowest cost responsible bidder and what constitutes a responsible and responsive bidder, how past performance may or may not be considered, conditions under which change orders are reasonable and unreasonable, and what action the board is taking on this item.

ACTION: Stielstra motioned to contract with Community Tree Services for the Pescadero Creek County Park Forest Health Project, Weil seconded. Motion passed unanimously.

5. Adjourn Meeting

- Kossy adjourned the meeting at 1:45 p.m.