



Midpeninsula Regional  
Open Space District

R-19-24  
Meeting 19-05  
February 28, 2019

## AGENDA ITEM 1

### AGENDA ITEM

Fiscal Year 2019-20 Capital Improvement and Action Plan Review

### GENERAL MANAGER'S RECOMMENDATIONS *den*

1. Review and affirm or amend the proposed Fiscal Year 2019-20 Capital Improvement and Action Plan.
2. If amended, direct the General Manager to reevaluate staff and resource capacity and, if needed, return to the full Board with any additional recommendations for further discussion and direction.

### SUMMARY

Annually, the Board of Directors (Board) holds two strategic planning retreats to establish work plan priorities for the upcoming fiscal year (process described in Attachment 1). At the first Board Retreat held on December 6, 2018, the Board adopted Strategic Plan Goals and Objectives to guide District work priorities for Fiscal Year (FY) 2019-20 (included in Attachment 2).

At the second Board Retreat scheduled on February 28, 2019, the Board will review and either affirm or amend the proposed FY2019-20 Capital Improvement and Action Plan (CIAP) (see Attachment 3 for further details). If the Board directs significant changes, the General Manager will reevaluate staff and resource capacity, and if needed, return to the Board with the findings and recommendations for further discussion and direction. The outcomes of the February 28, 2019 retreat will guide the development of the final proposed FY2019-20 CIAP, which the Action and Budget Committee (ABC) will review in detail on May 14, 2019.

### BACKGROUND

#### Results of the December 6, 2018 Board Retreat I

##### Review of Financial Operation Sustainability Model

The Board reviewed the projected staff and capacity growth to support continued expansion of public access, acquisition of new lands, and protection of natural resources in support of the District's mission.

##### Environmental Scan

The environmental scan revealed a continued robust economy in the District's region. Increased assessed property values continue to give the District a strong financial base. Along with

increased revenue, the strong economy also puts upward pressure on costs, including land acquisitions, capital improvements, and housing. The labor market remained competitive, with low unemployment, providing employees with many employment and professional development options.

#### Science Advisory Panel

Staff presented a proposal for the formation of a science advisory panel to enhance the scientific validity of ecosystem management decisions and serve as an important resource to inform regional management topics. The proposed work plan for FY2019-20 incorporates the formation of the panel.

#### Strategic Plan Goals and Objectives

On December 6, 2018, the Board approved the Strategic Plan Goals and Objectives for FY2019-20 (see Attachment 2). Notable updates include:

- Changed focus of the Vision Plan objective from review to implementation and communication of progress (Goal 1, Objective 1)
- Refined objective on connecting people to their open space to focus on expanding opportunities (Goal 2, Objective 3)
- Strengthened goal on climate change resiliency by making it a separate objective (Goal 1, Objective 5)
- Added a new objective to strengthen prevention and response to wildland fires (Goal 1, Objective 6)
- Added a new objective to develop a business continuity plan (Goal 3, Objective 4)

## **DISCUSSION**

#### Proposed FY2019-20 Capital Improvement and Action Plan (CIAP)

The proposed FY2019-20 CIAP includes 119 projects (detailed in Attachment 3) of which 87 projects are continuing from FY2018-19 and 32 are new for next fiscal year.

The CIAP is organized according to the District's four program areas:

- Land Acquisition and Preservation (24 projects)
- Natural Resource Protection and Restoration (28 projects)
- Public Access, Education, and Outreach (28 projects)
- Infrastructure and Other Projects (19 projects)

Within the CIAP, 20 projects are identified as operating projects, and are listed at the end of Attachment 3.

Furthermore, Attachment 3 includes the grouping of relevant CIAP projects by the following areas of interest to give an indication of the relative expenditures in each area: Agriculture, Diversity, and Fire Prevention. The expenditures listed for these areas of interest are limited to capital and action plan projects. Most expenditures within these areas of interest are part of ongoing operating programs and reflected in staff time and departmental service and supplies budgets. A preliminary budget for these three areas of interest is included in the Fiscal Impact section of the report.

The three-year CIAP is limited to those projects that begin or have activity in FY2019-20 and continue on as multi-year projects into FY2020-21 and FY2021-22. The CIAP does not identify new projects that will begin in the outer years as the addition of new projects are considered each year during the annual Budget and Action Plan development process.

The preliminary CIAP provides the Board with a comprehensive view of the proposed projects for the upcoming year and includes the following key project information: program category, funding source, project number, project name, project purpose and scope; whether the project is continuing from FY2018-19 or is new; the connection to Strategic Plan Goals and Objectives; and estimated FY2019-20 budget. The Board will deliberate on potential additions, removals, or other amendments to the project list prior to affirming the proposed FY2019-20 CIAP.

Proposed FY2019-20 CIAP Priorities

At the February retreat, staff will present a high-level overview of the proposed FY2019-20 CIAP and highlight the major focus areas identified for the upcoming year.

The priority areas of the proposed FY2019-20 CIAP are listed below with example projects. The example projects are provided as reference and are not fully exhaustive.

1. Land Conservation – important coastal/agricultural and watershed lands
  - Cloverdale – purchase preparations
  - Gordon Ridge – potential purchase
  - Johnston Ranch Uplands – potential purchase
  - San Jose Water Company watershed lands – potential purchase
2. Natural Resource Protection – climate resiliency, wildlife crossings, and habitat restoration
  - Climate Action Plan – first full year of implementation
  - Highway 17 Wildlife Crossing
  - Restoration and mitigation work
3. Bear Creek Preserve Phase II improvements
  - Alma College rehabilitation and cleanup
  - Phase II east-side trails – design and initiate construction/repairs
  - Bear Creek Stables site improvements and water connection
4. Expand regional trail connections
  - Ravenswood Bay Trail - prepare for, and pending permits, initiate construction
  - Saratoga to the Sea Trail - support City of Saratoga’s trail design and construction
  - Highway 17 Bay Area Ridge Trail crossing and trail connections
5. Demonstrate further progress on other Measure AA projects
  - Hawthorns Public Access Site Plan
  - La Honda Creek Preserve – Phase II improvements
    1. Phase II Loop Trails-
    2. Public Access Working Group-Parking Study
  - Alpine Road Regional Trail at Coal Creek Preserve
  - Rancho San Antonio Preserve capital projects
    1. Carrying Capacity and Access
    2. White Barn Rehabilitation

6. Support agriculture and sustain the conservation grazing program
  - Grazing and agriculture infrastructure development
  - Agricultural workforce housing
  - Livestock and wildlife protection
  - Agricultural Policy review and Basic Policy update
7. Connect diverse communities to their public open space preserves
  - ADA Transition Plan Barrier Removal
  - Diversity outreach – youth and community engagement
  - Support for Cooley Landing Park
8. Enhance wildland fire preparedness and responsiveness
  - Los Trancos - Page Mill eucalyptus removal
  - Wildland Fire Program development
  - Prescribed Fire Program development
  - Restoration Forestry Demonstration project
  - Expansion of fuel reduction projects
9. District Staff Facilities and Operations
  - Administrative Office – design and permitting
  - South Area Field Office – permitting and construction
  - Business Continuity Plan

Departments assessed internal capacity to deliver the proposed CIAP through a resource loading process. The FY2019-20 CIAP reflects these capacity assumptions.

Board directed changes to the proposed CIAP may require a subsequent resource capacity evaluation. If this evaluation identifies resource capacity issues, the General Manager will return to the Board to either recommend project reductions and/or request additional resources to accomplish the CIAP, prior to meeting with the Action Plan and Budget Committee in May 2019.

#### Operational Budget Considerations

As part of the CIAP and Budget development process, internal discussions are continuing with the General Manager regarding the consideration of additional staffing resources to meet increasing land management needs and expand public programming. Added capacity to improve project delivery workflow and expand the District's grant and procurement capacity are also under consideration.

#### *Visitor & Field Services:*

The District continues to grow in acreage, visitation, public access and visitor services. This growth increases the operational demands for the Visitor and Field Services business line as was anticipated in the Financial and Operational Sustainability Model (FOSM). The operating impact of opening Bear Creek Redwoods Preserve will begin in FY2019-20. In addition, the recent Docent and Volunteer Programs Structure Study recommends adding interpretive staff to enhance the District's interpretive programs – a service that ranked high among preserve visitors and focus groups participants from the Preserve User Survey Study. Finally, the District's property management program is in need of extensive infrastructure improvements and repairs on grazing and rental properties. And, as new agricultural and residential leases are executed,

there is also an increase need for oversight, record keeping, and communications to ensure lease agreements are well managed.

*Project Planning & Delivery:*

The District’s capital projects have increasingly become more complex, requiring longer and more complicated permitting processes and broadened community engagement. The Planning Department is typically responsible for carrying large-scale projects through feasibility studies, public input, concept planning, early permitting and environmental review, and is at the forefront of facing these challenges. A Planning Department Organizational Study is currently underway to identify opportunities for workflow adjustments and streamlined functions, allowing the Department to build on past successes to achieve even more superior performance output. The Study will also review current staffing levels to ensure adequate resources are provided to meet current and future project delivery needs. Results of the study are expected in mid-April.

*Administrative Services:*

Within Administrative Services, the Grants and Procurement programs have maximized output and internal customer service levels with the resources currently available. Consideration of a shared position to support these two programs is currently under review.

The need for an increase in capacity is in part evidence of the growing public awareness, participation, and support in District activities, and a testament to the impact the District and Measure AA is creating to improving the quality of life for Bay Area residents. The General Manager will bring specific requests for new positions and associated costs to the ABC in May and to the full Board in June.

**FISCAL IMPACT**

Review and affirmation of the FY2019-20 CIAP has no immediate fiscal impact. However, these actions will drive the development of the FY2019-20 Budget and three-year CIAP.

Preliminary financial information for the FY2019-20 CIAP was reviewed to ensure the proposed projects match available funding sources, as well as staff and resource capacity. This preliminary review only includes the upcoming fiscal year, not the subsequent years of FY2020-21 and FY2021-22.

The table below provides an overview of the preliminary budget numbers for FY2019-20 for all funds, and capital expenditures that are reimbursable from bond funds. The numbers in the table below are preliminary and likely to change as the budget continues to be developed, and more accurate and final numbers are incorporated.

<b>Proposed FY2019-20 CIAP</b>	<b>Estimated Revenue &amp; Other Funding Sources</b>	<b>Expenditures</b>	<b>Bond Reimbursable Expenditures</b>	<b>Total</b>	<i>Net</i>
<b>Fund 10 General Fund</b>	\$35,802,333	\$34,593,764	\$0	<b>\$34,593,764</b>	<i>\$1,208,569</i>
<b>Fund 20 Hawthorn</b>	86,500	86,500	-	<b>86,500</b>	-
<b>Fund 30 Measure AA Capital</b>	9,969,635		9,969,635	<b>9,969,635</b>	-

<b>Fund 40 GF Capital</b>	11,352,457	9,510,737	1,841,720	<b>11,352,457</b>	-
<b>Fund 50 Debt Service</b>	18,530,298	17,669,563	-	<b>17,669,563</b>	860,735
<b>Total</b>	<b>\$75,741,223</b>	<b>\$61,860,564</b>	<b>\$11,811,355</b>	<b>\$73,671,919</b>	<b>\$2,069,304</b>

The table below provides an overview of the preliminary budget numbers for FY2019-20 for the areas of interest that are included in the CIAP programs. Attachment 3 includes a detailed list of projects within these areas of interest.

<b>Area of Interest*</b>	<b>Preliminary Budget</b>
Agriculture	\$6,332,353
Diversity	\$2,857,650
Fire Prevention**	\$573,450
<b>Total</b>	<b>\$9,763,453</b>

\* The expenditures listed for these areas of interest are just for capital and action plan projects. Most expenditures are part of ongoing operating programs and reflected in significant staff time and departmental service and supplies budgets.

\*\* A majority of projects within the Agriculture area also provide significant fuel reduction and fire prevention benefits.

**BOARD COMMITTEE REVIEW**

This item was brought directly to the full Board given full Board interest and importance.

**PUBLIC NOTICE**

Public notice was provided as required by the Brown Act.

**CEQA COMPLIANCE**

This item is not subject to the California Environmental Quality Act.

**NEXT STEPS**

The outcomes of the December 6, 2018 and February 28, 2019 Board Retreat Meetings will guide the development of the FY2019-20 Budget and Action Plan, including the 3-Year CIAP, which will be reviewed by the ABC and the full Board per the dates listed below:

- 5/14/2019      Action Plan & Budget Committee (meeting #1)
- 5/23/2019      Action Plan & Budget Committee (meeting #2)
- 6/12/2019      Board Initial Review of Budget & Public Hearing
- 6/18/2019      Action Plan & Budget Committee (if needed)
- 6/26/2019      Board Adoption of Budget

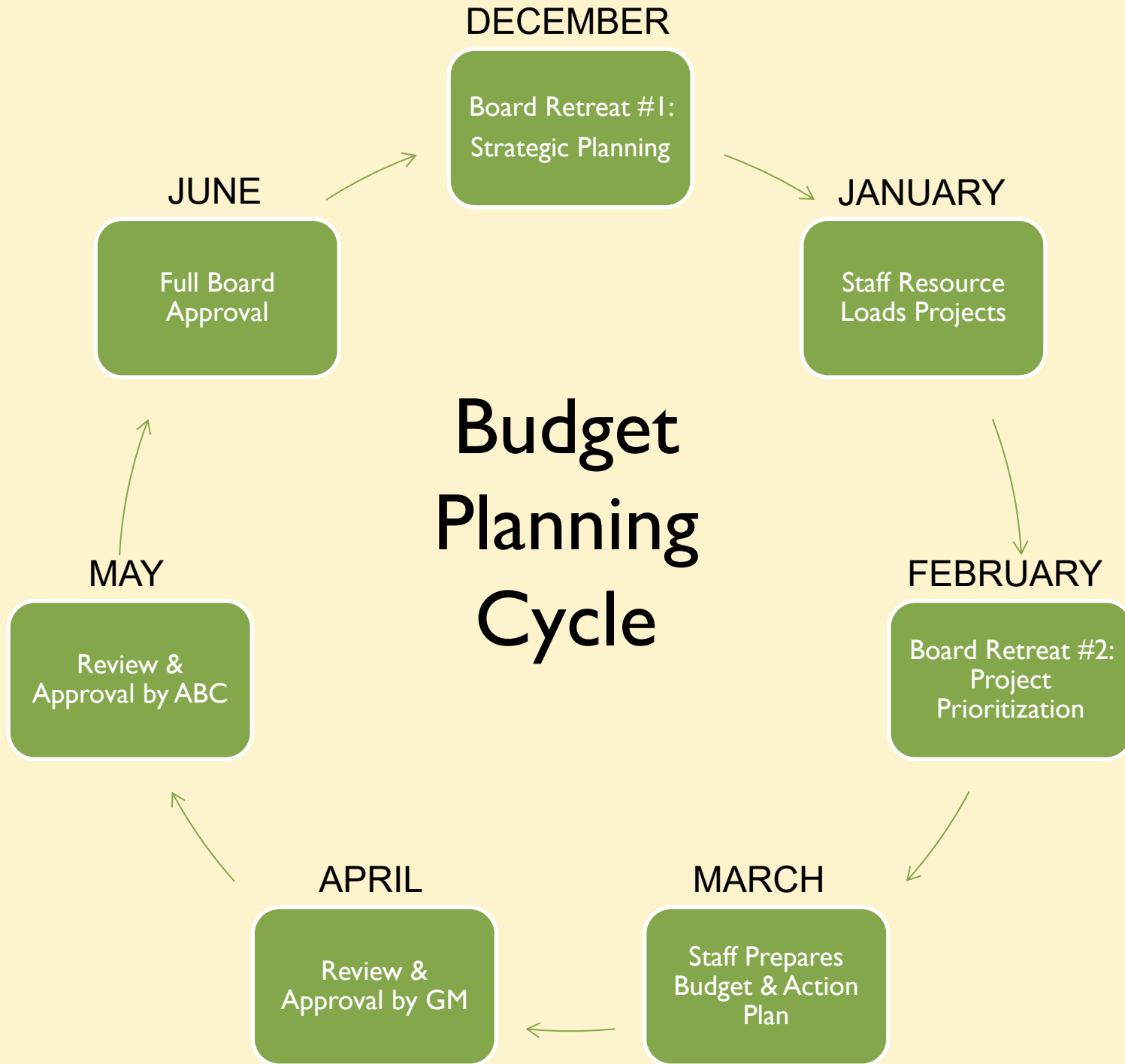
Attachments:

1. Budget Planning Process Overview
2. FY2019-20 Strategic Plan Goals and Objectives
3. Three-Year Capital Improvement and Action Plan (FY2019-20)

Responsible Department Head:  
Ana Ruiz, General Manager

Prepared by:  
Carmen Narayanan, Budget & Analysis Manager  
Stefan Jaskulak, Chief Financial Officer  
Susanna Chan, Assistant General Manager  
Brian Malone, Assistant General Manager  
Ana Ruiz, General Manager

# Budget Planning Cycle





## FY2019-20 Strategic Plan Goals and Objectives

### Goal 1 – Promote, establish, and implement a regional environmental protection vision with partners

- Objective 1 - Continue implementation of the District’s Vision Plan and communicate progress on projects through reporting results and building partner relationships
- Objective 2 – Build and strengthen diverse partnerships to implement a collaborative and science-based approach to environmental protection on the Peninsula, South Bay and San Mateo Coast
- Objective 3 – Build and strengthen relationships with legislators to advocate environmental protection goals
- Objective 4 – Take a regional leadership role in promoting the benefits of open space and sustainable agriculture
- Objective 5 – Expand regional climate change resiliency and adaptation to preserve healthy natural systems
- Objective 6 – Work with fire agencies and surrounding communities to strengthen the prevention of, preparation for, and response to wildland fires

### Goal 2 – Connect people to open space and a regional environmental protection vision

- Objective 1 – Communicate the purpose of the regional environmental protection vision
- Objective 2 – Refine and implement a comprehensive public outreach strategy, including the engagement of diverse communities and enhanced public education programs
- Objective 3 – Expand opportunities to connect people to their public open space preserves consistent with an environmental protection vision

### Goal 3 – Strengthen organizational capacity to fulfill the mission

- Objective 1 – Provide the necessary resources, tools, and infrastructure, including technology upgrades and capacity building
- Objective 2 – Continuously improve recent process and business model changes to effectively and efficiently deliver Vision Plan projects and the District’s ongoing functions
- Objective 3 – Reflect the changing community we serve in the District’s visitors, staff, volunteers, and partners
- Objective 4 – Build state of readiness for potential disruptions by completing a risk assessment and creating a business continuity plan

### Goal 4 – Position the District for long-term financial sustainability to fulfill the District’s mission on behalf of the public

- Objective 1 – Continue to engage constituents for bond sales and via the work of the Bond Oversight Committee – “Promises made, promises kept.”
- Objective 2 – Pursue discretionary funding opportunities and partnerships to augment operating, capital, and bond funding sources
- Objective 3 – Ensure discretionary funding opportunities are available and successful through advocacy and education
- Objective 4 – Ensure large capital expenses are evaluated within the long-term financial model and remain financially sustainable
- Objective 5 – Ensure land acquisitions, including associated public access and land management costs, are evaluated within the long-term financial model and remain financially sustainable

**Capital Improvement & Action Plan (CIAP) Summaries**

CIAP Summary by Funding Source	Total FY2019-20 Estimated Budget	Budget Total as a %	Project Count by Fund	Project Count Total as a %
Fund 10 - General Fund Operating	\$2,606,742	11%	25	25%
Fund 20 - Hawthorn	\$48,000	0%	1	1%
Fund 30 - Measure AA	\$9,969,635	42%	32	32%
Fund 40 - General Fund Capital	\$11,352,457	47%	41	41%
<b>Total</b>	<b>\$23,976,834</b>	<b>100%</b>	<b>99</b>	<b>100%</b>

CIAP Summary by Program	Total FY2019-20 Estimated Budget	Budget Total as a %	Project Count by Program	Project Count Total as a %
Land Acquisition and Preservation	\$5,193,512	22%	24	24%
Natural Resource Protection and Restoration	\$3,688,077	15%	28	28%
Public Access, Education, and Outreach	\$8,830,746	37%	28	28%
Infrastructure (Vehicles, Equipment, Facilities) and Other	\$6,264,499	26%	19	19%
<b>Total</b>	<b>\$23,976,834</b>	<b>100%</b>	<b>99</b>	<b>100%</b>

**Grant Income**

Grant/Partnership/Other	Project #	Total Grants in FY2019-20
<i>San Mateo County Measure K Grant</i>		
Ravenswood Bay Trail Design and Implementation	MAA02-002	\$895,662
<i>Santa Clara County Stanford Mitigation</i>		
Ravenswood Bay Trail Design and Implementation	MAA02-002	\$400,000
<i>Santa Clara Valley Water District</i>		
Bear Creek Redwoods Preserve Plan Invasive Weed Treatment and Restoration	MAA21-007	\$100,000
Bear Creek Redwoods Preserve Plan Invasive Weed Treatment and Restoration	Fund 10	\$100,000
Hendry's Creek Property Land Restoration	MAA22-001	\$62,720
Hendry's Creek Stream Restoration	Fund 10	\$84,280
IPM Implementation of Santa Clara Valley Water District Grant	TBD	\$100,000
<i>Total Santa Clara Valley Water District</i>		<i>\$447,000</i>
<i>Tindall and Friends of DHF Donations</i>		
Rancho San Antonio - Deer Hollow Farm - White Barn Rehabilitation	MAA11-002	\$265,000
<i>Urban Greening Grant Program</i>		
Ravenswood Bay Trail Design and Implementation	MAA02-002	\$1,055,328
<b>Total</b>		<b>\$3,062,990</b>

## Categories of Interest Project Summary

Category & Project Name	Project #	Total FY2019-20 Estimated Budget
<b>Agriculture**</b>		
Lower San Gregorio Creek Watershed Land Conservation	20120	\$32,000
Agricultural Workforce Housing - La Honda Creek	35001	\$400,000
Tunitas Creek - Toto Ranch Driveway Improvements	61001	\$418,612
Big Dipper Ranch Spring Work, Skyline Ridge	61006	\$48,750
Toto Ranch Well Drilling and Construction, Tunitas Creek	61010	\$200,800
Toto Ranch Resources Plan	80061	\$30,000
Lot Line Adjustment and Property Transfer - Purisima Upland	MAA03-001	\$9,732
Purisima Creek Fence Construction, Purisima Creek Redwoods	MAA03-003	\$54,800
Upper La Honda Creek Grazing Infrastructure	MAA05-002	\$155,750
Russian Ridge Mindego Pond Improvement	MAA09-003	\$663,434
Miramontes Ridge Land Conservation	VP01-001	\$22,000
South Cowell Upland Land Conservation	VP03-XXX	\$37,500
La Honda Creek Upper Area Land Conservation	VP05-001	\$23,000
Russian Ridge Rangeland Management Plan	VP09-XXX	\$15,000
Cloverdale Ranch Land Opportunity	VP13-001	\$20,000
Gordon Ridge Property Land Conservation	VP32-XXX	\$3,785,000
Toto Ponds Management Planning	VP32-XXX	\$140,000
Toto Barn Roof Repair	TBD	\$101,750
Toto Ranch Perimeter Fence Repair	TBD	\$174,225
Review of Agricultural Policy & District's Role in Agricultural Workforce Housing	Operating*	\$0
Wildlife and Livestock Protection Policy	Operating*	\$0
<b>Agriculture Total</b>		<b>\$6,332,353</b>
<b>Diversity</b>		
Cooley Landing Park Business and Operation Plan	31801	\$130,000
ADA Barrier Removal	31901	\$355,000
Ravenswood Bay Trail Design and Implementation	MAA02-002	\$1,801,760
Rancho San Antonio - Deer Hollow Farm - White Barn Rehabilitation	MAA11-002	\$490,890
Rancho San Antonio (RSA) Carrying Capacity and Multimodal Access Study	VP11-001	\$80,000
Cooley Landing Site Use Agreements	Operating*	\$0
Nature Center Web Camera	Operating*	\$0
Preserve Use Survey Implementation	Operating*	\$0
<b>Diversity Total</b>		<b>\$2,857,650</b>
<b>Fire Prevention</b>		
Los Trancos - Page Mill Eucalyptus Removal	61008	\$124,250
San Mateo County Vegetation Map	80063	\$39,200
Wildland Fire Program Development	80003-10	\$330,000
Restoration Forestry Demonstration Project	80021-10	\$80,000
<b>Fire Prevention Total</b>		<b>\$573,450</b>
<b>Total</b>		<b>\$9,763,453</b>

\* Operating Projects do not qualify as a Capital Project. Expenditures for these projects are part of ongoing operating programs that are reflected in staff time and departmental service and supplies budgets.

\*\* A majority of projects within the Agriculture area are improvements to grazing properties, which provide significant fuel reduction and fire prevention benefits.

**FY2019-20 Capital Improvement and Action Plan  
Board Retreat #2**

Item #	Program & Fund	Project Name	Project #	Project Purpose	FY2019-20 Scope	Status	Strategic Plan Linkage (Primary)	Strategic Plan Linkage (Secondary)	FY2019-20 Estimated Budget
<b>Land Acquisition and Preservation</b>									
<b>30 - Measure AA Capital</b>									
1		Lot Line Adjustment and Property Transfer - Purisima Upland	MAA03-001	Pursue land purchase transfer to complete Purisima to the Sea corridor.	File record of survey map with San Mateo County.	Continuing	Goal 2, Objective 3		\$9,732
2		Purisima Upland Site Clean up and Soil Remediation Assessment	MAA03-002	Site clean up and soil remediation around existing empty oil tank on recently acquired property.	Complete site clean up and begin restoration efforts. Implement road treatments as identified by erosion assessment.	Continuing	Goal 2, Objective 3		\$416,280
3		Sierra Azul Cathedral Oaks Land Conservation	MAA22-002	Pursue purchase of property as an addition to Cathedral Oaks area of Sierra Azul	Continue to monitor Santa Clara County tax delinquent property sale and purchase property when available.	Continuing	Goal 2, Objective 3		\$35,000
4		Twin Creeks Land Conservation	MAA23-007	Pursue land purchase opportunity at the Twin Creeks property; complete site clean and demolition of structures on the property; complete riparian corridor restoration.	Prepare for site restoration work: continue Vegetation Rapid Assessment, invasive and rare plant surveys. Create IPM plan for high priority plants, and review long-term bat management.	Continuing	Goal 2, Objective 3		\$10,000
<b>30 - Measure AA Capital Total</b>									<b>\$471,012</b>

**FY2019-20 Capital Improvement and Action Plan  
Board Retreat #2**

Item #	Program & Fund	Project Name	Project #	Project Purpose	FY2019-20 Scope	Status	Strategic Plan Linkage (Primary)	Strategic Plan Linkage (Secondary)	FY2019-20 Estimated Budget
<b>Land Acquisition and Preservation</b>									
<b>40 - General Fund Capital</b>									
5		Lower San Gregorio Creek Watershed Land Conservation	20120	Protect watershed and farmland in the Lower San Gregorio watershed.	Continue to pursue partnerships to protect water resources and agricultural lands in the Lower San Gregorio watershed, including survey of riparian corridor, and drafting of a conservation easement for the riparian area.	Continuing	Goal 1, Objective 2	Goal 1, Objective 4	\$32,000
6		Cal-Water Land Exchange, Teague Hill Preserve	20125	Pursue trail connections between Huddart Park and Teague Hill Preserve, and pursue future land conservation protections in the Bear Creek Watershed.	Pursue land exchange agreement with CalWater to improve trail connections between Huddart Park and Teague Hill Open Space Preserve, and to protect the Bear Creek Watershed.	Continuing	Goal 2, Objective 3		\$23,000
7		Miramontes Ridge Land Conservation	VP01-001	Purchase uplands portion of Johnston Ranch from POST as an addition to the Miramontes Ridge Open Space Preserve.	In partnership with POST complete lot line adjustment in preparation for purchase of Johnston Uplands property. Purchase property and enter into grazing lease.	Continuing	Goal 1, Objective 4		\$22,000
8		South Cowell Upland Land Conservation	VP03-XXX	Potential land purchase in partnership with POST that provides improved staging and trail access for Purisima-to-the-Sea regional trail corridor.	In partnership with POST, submit lot line adjustment to San Mateo County. Assess land conservation, regional trail connections and natural resource values. Evaluate site for staging and trail access. Begin development of conservation grazing plan.	New	Goal 2, Objective 3		\$37,500
9		El Corte de Madera Land Conservation	VP04-001	Pursue trail connections between the upper area of La Honda Creek and El Corte de Madera Creek Open Space Preserves.	Continue to pursue public trail easement with property owner	Continuing	Goal 2, Objective 3		\$17,000
10		La Honda Creek Upper Area Land Conservation	VP05-001	Formalize access and waterline easements with neighboring property owner at La Honda Creek OSP Red Barn Area (in support of MAA 05-007).	Negotiate reciprocal access and spring access easements with neighboring property owner.	Continuing	Goal 2, Objective 3		\$23,000
11		Upper San Gregorio Land Conservation	VP08-001	Pursue partnership opportunities to acquire open space lands in upper San Gregorio Creek Watershed.	Complete purchase of Woodruff Creek property in Upper San Gregorio Creek Watershed. Continue to pursue Mindego Creek purchase opportunities.	Continuing	Goal 1, Objective 2		\$5,000
12		Cloverdale Ranch Land Opportunity	VP13-001	Prepare for potential purchase of Cloverdale Ranch property owned by POST. Purchase accomplishes Measure AA Portfolio 13.	Complete existing conditions assessment, preliminary land and resource management goals and develop public outreach plan for the Cloverdale Ranch property.	Continuing	Goal 1, Objective 2	Goal 1, Objective 4	\$20,000
13		Redwood Forest Land Opportunity	VP15-001	Pursue land purchase opportunities to grow the District's contiguous greenbelt and protect important redwood forests.	Pursue purchase opportunity in Oil Creek at Long Ridge Open Space Preserve.	Continuing	Goal 1, Objective 4		\$20,000
14		El Sereno Trails, Wildlife Corridors and Land Conservation	VP19-001	Pursue trail connections to Sanborn County Park and protect wildlife corridors at Highway 17 near El Sereno Open Space Preserve.	Continue to negotiate with property owners to provide property rights for wildlife corridors. Conduct site analysis, gather support on connections, and coordinate with Santa Clara County Parks.	Continuing	Goal 2, Objective 3		\$33,000
15		El Sereno Land Conservation	VP19-XXX	Pursue land purchase as addition to El Sereno OSP to connect to Sanborn County Park as part of Bay Area Ridge Trail.	Pursue trail easement or lot line adjustment for trail connection to Sanborn County Park.	New	Goal 2, Objective 3		\$25,000
16		Highway 17 Land Conservation	VP20-XXX	Pursue land purchase as addition to El Sereno OSP to support the Highway 17 Bay Area Ridge Trail Crossing.	Negotiate purchase of property.	New	Goal 2, Objective 3		\$27,000
17		Sierra Azul Rancho de Guadalupe Land Conservation	VP24-001	Pursue purchase of land opportunity as an addition to the Rancho de Guadalupe area of Sierra Azul.	Pursue new land purchase opportunities as they become available.	Continuing	Goal 1, Objective 4		\$38,000
18		SCVWD Exchange Agreement at Rancho de Guadalupe Area of SAOSP	VP24-XXX	Pursue opportunity with Santa Clara Valley Water District (SCVWD) to support dam repairs to Guadalupe Reservoir in exchange for SCVWD's construction of a future public parking lot to access the Rancho de Guadalupe area of Sierra Azul.	Complete Exchange Agreement with SCVWD to support repairs of the Guadalupe Reservoir Dam and construction of the Rancho de Guadalupe parking lot at Hicks and Pheasant Roads.	New	Goal 2, Objective 3		\$10,000
19		Sierra Azul Loma Prieta Land Conservation	VP25-001	Pursue purchase of land opportunity as an addition to the Loma Prieta area of Sierra Azul.	Pursue land purchase opportunity in upper Herbert Creek and along Loma Prieta Ridgeline.	Continuing	Goal 1, Objective 4		\$10,000
20		Irish Ridge Connection	VP32-001	Pursue lot line adjustment and land purchase to connect Tunitas Creek Preserve to Purisima Creek Redwoods.	Submit lot line adjustment to San Mateo County. Assess land conservation, regional trail connections and natural resource values. Purchase property.	Continuing	Goal 1, Objective 4	Goal 2, Objective 3	\$70,000
21		Gordon Ridge Property Land Conservation	VP32-XXX	Pursue a land purchase as an addition to the Toto Ranch area of Tunitas Creek Preserve and for the protection of lower San Gregorio Creek watershed in partnership w/ POST.	Pursue land purchase partnership opportunity to protect lower San Gregorio Watershed and preserve agriculture as an addition to Tunitas Creek Preserve.	New	Goal 1, Objective 4		\$3,785,000
22		Upper La Honda Access and Easements	TBD	Execute reciprocal waterline and access (patrol and maintenance) easements with adjacent property owner to ensure continued access.	Negotiate draft and execute easement exchange agreement and waterline access easements.	New	Goal 2, Objective 3		\$20,000
23		District-wide purchase options and low-value Land Fund	None	Budget allocations for purchase option funds to enter into purchase and sale agreements for other open space lands with property owners. These funds are also used for low-value land purchases under the General Manager's purchasing authority such as small parcels, public trail easements or patrol and maintenance access easements.	Pursue new land purchase opportunities to expand the greenbelt.	Continuing	Goal 2, Objective 3		\$400,000
24		Watershed Protection Opportunity - Numerous Open Space Preserves	VP15-002	Pursue land purchase opportunity to protect the Los Gatos, Guadalupe, and Saratoga Creek watersheds at Sierra Azul, Bear Creek Redwoods, El Sereno, and Saratoga Gap Preserves.	Pursue land purchase for the protection of the Los Gatos Creek, Guadalupe, and Saratoga Creek watersheds.	Continuing	Goal 1, Objective 2	Goal 1, Objective 5	\$105,000
<b>40 - General Fund Capital Total</b>									<b>\$4,722,500</b>
<b>Land Acquisition and Preservation Total</b>									<b>\$5,193,512</b>

**FY2019-20 Capital Improvement and Action Plan  
Board Retreat #2**

Item #	Program & Fund	Project Name	Project #	Project Purpose	FY2019-20 Scope	Status	Strategic Plan Linkage (Primary)	Strategic Plan Linkage (Secondary)	FY2019-20 Estimated Budget
<b>Natural Resource Protection and Restoration</b>									
<b>10 - General Fund Operating</b>									
25		Badger/Burrowing Owl Habitat Assessment	80054	Prepare a management plan of grasslands and upland habitat for badger and burrowing owl.	Continue assessment study.	Continuing	Goal 1, Objective 4		\$85,000
26		Cherry Springs Lake Infrastructure Operations Plan	80056	Develop operational plan for Cherry Springs water system to protect and manage water resources within the Rancho de Guadalupe area of Sierra Azul.	Complete operational plan.	Continuing	Goal 1, Objective 4		\$25,000
27		Climate Action Plan	80057	Coordinate implementation of Climate Action Plan to reduce Midpen's greenhouse gas emissions 20% by 2022, 40% by 2030, and 80% by 2050.	Coordinate Year 1 implementation of greenhouse gas emission reductions as part of the adopted Climate Action Plan (purchase of electric equipment, LED lighting).	Continuing	Goal 1, Objective 5		\$41,000
28		Districtwide Pond Assessment	80058	Inventory update of reptile and amphibian species on District lands. Resurvey sites visited by Seymour and Westphal in 2000 and 2007 and fill in data gaps focused on reptile and amphibian species occurrence on district lands.	Complete the Districtwide assessment.	Continuing	Goal 1, Objective 4		\$35,000
29		Marbled Murrelet Recovery Planning	80060	Assist in the development of recovery plans for this federally endangered species, and assess species presence and habitats on District lands.	Oversee La Honda Creek Open Space surveys by consultant and additional sites surveyed by consultant (year 1 of 2). Purchase, deploy and analyze acoustic units.	Continuing	Goal 1, Objective 4		\$47,500
30		Toto Ranch Resources Plan	80061	Assess property and identify sensitive habitats, management actions, and habitat enhancement opportunities for rare species.	Develop natural resources plan for Toto Ranch.	Continuing	Goal 1, Objective 3 & 4	Goal 1, Objective 5	\$30,000
31		Water Quality Monitoring Program	80062	Develop a coordinated, deliberate, and organized water quality monitoring program.	Develop water quality tracking and monitoring system or database.	Continuing	Goal 1, Objective 2	Goal 1, Objective 4	\$22,000
32		Wildland Fire Program Development	80003-10	Develop wildland fire program for District lands and prepare environmental review.	Develop Wildland Fire Program description and scope. Begin CEQA documentation.	Continuing	Goal 1, Objective 6		\$330,000
33		El Corte de Madera Creek Watershed Protection Plan Sediment Science	80016-32	Study instream sediment to produce scientific report and analysis of the effectiveness of the recently completed watershed protection program.	Survey sediment in pools.	Continuing	Goal 1, Objective 4		\$54,000
34		Restoration Forestry Demonstration Project	80021-10	Develop pilot project to restore degraded forest habitat and enhance fire resiliency on District Open Space Preserves.	Complete CEQA review.	Continuing	Goal 1, Objective 5	Goal 1, Objective 6	\$80,000
35		Programmatic Permitting	80034-44	Develop State and Federal programmatic permits for compliance with Endangered Species and Clean Water Acts. Facilitates streamlined implementation of projects, resource protection, and partnering efforts.	Prepare and submit permit application.	Continuing	Goal 1, Objective 3		\$550,000
36		Stevens Creek Shoreline Nature Study Area Feasibility Study	VP02-XXX	Develop feasibility study assessing viability of restoring tidal wetlands along bayfront in order to restore ecological functions and close gaps in public access.	Retain consultant to complete the feasibility assessment. Consider recommendations and habitat improvements for short-term benefit to local species.	New	Goal 1, Objective 4		\$30,000
37		Russian Ridge Rangeland Management Plan	VP09-XXX	Develop Rangeland Management Plan for the expansion of livestock grazing from Mindego Ranch to the adjacent grassland areas within Russian Ridge Open Space Preserve.	Complete Rangeland Management Plan and CEQA Review. Amend Use and Management Plan for Russian Ridge Open Space Preserve.	New	Goal 1, Objective 4		\$15,000
38		IPM Implementation of Santa Clara Valley Water District Grant	TBD	Expand scope of SCVWD IPM grant to include invasive plant removal at Bear Creek Redwoods, Rancho San Antonio, and Picchetti Ranch OSPs.	Oversee contractor to implement IPM on high priority weeds in riparian areas.	New	Goal 1, Objective 4		\$100,000
39		San Mateo County Vegetation Map	80063	To inform preserve management needs in San Mateo County with seamless mapping and data, Midpeninsula Regional Open Space District (District) will collaborate with the Golden Gate National Parks Conservancy (GGNPC) to quantify vegetation changes and fuels on a landscape scale.	Collaborate with partners to complete vegetation map by collecting and processing data.	Continuing	Goal 1, Objective 2		\$39,200
<b>10 - General Fund Operating Total</b>									<b>\$1,483,700</b>

**FY2019-20 Capital Improvement and Action Plan  
Board Retreat #2**

Item #	Program & Fund	Project Name	Project #	Project Purpose	FY2019-20 Scope	Status	Strategic Plan Linkage (Primary)	Strategic Plan Linkage (Secondary)	FY2019-20 Estimated Budget
<b>Natural Resource Protection and Restoration</b>									
<b>30 - Measure AA Capital</b>									
40		Johnston Ranch Fisheries Restoration	MAA01-XXX	Study fish barriers and dams for potential fish habitat enhancements.	Conduct preliminary designs and cost estimation for dam modification/removal.	New	Goal 1, Objective 4		\$48,238
41		Purisima Creek Fence Construction, Purisima Creek Redwoods	MAA03-003	Construct perimeter/boundary fence to support the conservation grazing program at Purisima Creek Redwoods OSP.	Construct and install new boundary fence on eastern property line per survey.	Continuing	Goal 1, Objective 5		\$54,800
42		Upper La Honda Creek Grazing Infrastructure	MAA05-002	Provide additional water source to Pastures 3/4 at McDonald Ranch to support the conservation grazing program.	Clean and repair existing springbox and connect water line to a cattle trough in Pasture 3 and Pasture 4 of McDonald Ranch. Includes biomonitoring.	Continuing	Goal 1, Objective 4		\$155,750
43		Russian Ridge Mindego Pond Improvement	MAA09-003	Engineer, secure permits, and restore aquatic habitats at Mindego Ranch for the protection of California red-legged frog and San Francisco garter snake; includes improvements to water supply for livestock operation.	Complete design, permitting, and construction.	Continuing	Goal 1, Objective 2		\$663,434
44		Wildlife Corridor: Highway 17 Crossing	MAA20-001	Work with partners to develop and engineer wildlife crossing improvements at Highway 17.	Complete Project Study Report (PSR), and initiate Project Approval and Environmental Document (PAED) with Caltrans.	Continuing	Goal 1, Objective 2		\$63,593
45		Bear Creek Redwoods Preserve Plan Invasive Weed Treatment and Restoration	MAA21-007	Implement targeted treatments under Integrated Pest Management (IPM) Plan to control invasive weed populations at Bear Creek Redwoods, and to facilitate opening preserve for public access.	Complete year 3 of managing invasive weeds in all areas.	Continuing	Goal 1, Objective 2	Goal 1, Objective 4	\$176,807
46		Bear Creek Redwoods - Ponds Restoration and Water Rights	MAA21-008	Implement priority pond restoration and secure water rights.	Continue to coordinate with regulatory agencies for permits. Once permits are in hand, start construction of culvert and site improvements. Continue mitigation implementation.	Continuing	Goal 1, Objective 4		\$381,393
47		Bear Creek Redwoods Landfill Characterization and Remediation	MAA21-010	Conduct investigation to assess and characterize landfill for potential toxic substances, develop remediation plan and CEQA analysis, and implement remediation to facilitate Phase 2 public access at BCR.	Prepare remediation plan, regulatory review, permitting, CEQA review.	Continuing	Goal 1, Objective 2		\$207,142
48		Bear Creek Redwoods Tree Restoration	MAA21-XXX	Tree mitigation planting for Phase I public access projects.	Oversee contractor(s) to implement tree mitigation plantings.	New	Goal 1, Objective 4		\$101,893
49		Hendry's Creek Property Land Restoration	MAA22-001	Implement habitat improvements along 0.75-mile of Hendry's Creek and tributaries within the freshwater wetland mitigation easement held by Santa Clara Valley Water District (SCVWD).	Phase 2 plant installation, maintenance, and monitoring. Continue implementing California Department of Fish and Wildlife permit conditions and annual monitoring/reporting to regulatory agencies.	Continuing	Goal 1, Objective 2		\$67,077
<b>30 - Measure AA Capital Total</b>									<b>\$1,920,127</b>
<b>40 - General Fund Capital</b>									
50		Los Trancos - Page Mill Eucalyptus Removal	61008	Improve fire and road safety in Los Trancos Preserve next to Page Mill Road, by removing approximately one hundred mature non-native, fire-prone eucalyptus trees in Los Trancos Preserve.	Continue tree removal and site restoration.	Continuing	Goal 1, Objective 2	Goal 1, Objective 6	\$124,250
51		Lower San Gregorio Floodplain Restoration	VP15-XXX	Feasibility assessment for floodplain restoration along San Gregorio Creek.	Complete conceptual design and cost estimation for floodplain restoration.	New	Goal 1, Objective 4		\$20,000
52		Toto Ponds Management Planning	VP32-XXX	Investigate water rights and develop pond restoration design build project.	Investigate and apply for water rights and develop bridging documents.	New	Goal 1, Objective 4		\$140,000
<b>40 - General Fund Capital Total</b>									<b>\$284,250</b>
<b>Natural Resource Protection and Restoration Total</b>									<b>\$3,688,077</b>



**FY2019-20 Capital Improvement and Action Plan  
Board Retreat #2**

Item #	Program & Fund	Project Name	Project #	Project Purpose	FY2019-20 Scope	Status	Strategic Plan Linkage (Primary)	Strategic Plan Linkage (Secondary)	FY2019-20 Estimated Budget
<b>Public Access, Education, and Outreach</b>									
<b>10 - General Fund Operating</b>									
53		ADA Barrier Removal	31901	Identify and prioritize ADA barrier removals; includes developing cost estimates, tracking and reporting accomplishments.	Initiate first round of barrier removals.	Continuing	Goal 2, Objective 3		\$355,000
54		La Honda Creek Parking Feasibility Study (former Red Barn)	VP05-002	Pending formation of a Public Access Working Group, conduct a preliminary assessment of alternate sites at La Honda Creek Open Space Preserve for a parking area, trailhead, and connections to the existing and planned trail system.	Form a Public Access Working Group and conduct a preliminary assessment of alternate sites for a parking area and trailhead.	Continuing	Goal 2, Objective 3		\$25,000
55		Rancho San Antonio (RSA) Carrying Capacity and Multimodal Access Study	VP11-001	Engage stakeholders and partner agencies to explore non-motorized mobility, transit options and parking alternatives for Rancho San Antonio. This project provides high beneficial impact for recreational users and seeks to leverage partnerships.	Complete study, then prioritize solutions and next steps.	Continuing	Goal 1, Objective 2	Goal 2, Objective 2 & 3	\$80,000
56		Traffic Study for Mt. Um Road	VP23-XXX	Finalize traffic study and implement traffic safety features.	Implement selected signage, striping, and pavement improvements.	New	Goal 3, Objective 2		\$173,000
57		Regional Trails Planning and Coordination	TBD	Provide technical and planning support on external regional trail projects that are initiated by partner agencies. Example projects include Bay-to-Sea Trail, Ohlone-Portola Heritage Trail, SamTrans Dumbarton Corridor Bike-Ped Feasibility, etc.	Address District's regional trail priorities in regional trail and partner projects led by other agencies and entities. Participate in regional trails discussions and evaluate opportunities for regional trail connections to preserves.	New	Goal 2, Objective 3		\$15,000
58		Website Re-design	TBD	Update current website structure and design to Drupal 8 platform (required as Drupal 7 will no longer be supported).	Update current website structure and design and migrate website to updated Drupal 8 platform.	New	Goal 3, Objective 1		\$100,000
59		Cooley Landing Park Business and Operation Plan	31801	Continue to support the City of East Palo Alto's efforts to recruit and select an operator to provide environmental stewardship programing at Cooley Landing that is reflective of the community's culture.	Partner with City of East Palo Alto to complete development of a business and operating plan for Cooley Landing Park.	Continuing	Goal 2, Objective 2 & 3		\$130,000
<b>10 - General Fund Operating Total</b>									<b>\$878,000</b>

**FY2019-20 Capital Improvement and Action Plan  
Board Retreat #2**

Item #	Program & Fund	Project Name	Project #	Project Purpose	FY2019-20 Scope	Status	Strategic Plan Linkage (Primary)	Strategic Plan Linkage (Secondary)	FY2019-20 Estimated Budget
<b>Public Access, Education, and Outreach</b>									
<b>30 - Measure AA Capital</b>									
60		Ravenswood Bay Trail Design and Implementation	MAA02-002	Secure and record trail easement. Complete design, environmental review, permitting, and implementation of the Bay Trail gap north of Ravenswood Open Space Preserve to open 80 miles of continues Bay Trail.	Prepare for construction, and pending permits, initiate construction. Begin site mitigation planting.	Continuing	Goal 2, Objective 3		\$1,801,760
61		El Corte de Madera Oljon Trail Implementation	MAA04-004	Complete Phase III and IV of the Oljon Trail connecting Steam Donkey Trail to the Springboard Trail, which is the final trail construction/restoration associated with the Watershed Protection Program.	Complete final project phase by decommissioning a portion of Steam Donkey Trail.	Continuing	Goal 2, Objective 3		\$61,236
62		La Honda Creek White Barn Structural Rehabilitation	MAA05-008	Preserve the White Barn as a historic resource.	Conduct site assessment, geotechnical investigation, and archaeological survey. Prepare structural stabilization design and begin biological monitoring for the White Barn.	Continuing	Goal 4, Objective 4		\$217,214
63		La Honda Creek Redwood Cabin Stabilization and Assessment	MAA05-XXX	Preserve the redwood cabin as a historic resource.	Evaluate structural integrity and complete CEQA.	New	Goal 4, Objective 4		\$214,233
64		Hawthorns Public Access Site Plan and CEQA	MAA06-002	Complete site-specific plan for public access trails and staging area to open the property to public access, and conduct CEQA review and coordination with Town permitting.	Continue coordination with Town of Portola Valley on permitting and community engagement process on proposed Alpine Road trail widening and site plan development. Initiate CEQA process. Begin work on biological assessments, parking area, and trail alignment.	Continuing	Goal 1, Objective 2	Goal 2, Objective 3	\$166,060
65		Lower La Honda Creek Phase II Loop Trails	MAA07-011	Design and implement the La Honda Loop Trails (Phase 2 of the Master Plan).	Design trails and submit permits. Pending board approval, develop signage and brochures.	Continuing	Goal 2, Objective 3		\$168,555
66		Alpine Road Regional Trail, Coal Creek	MAA10-001	Trail improvements to enhance public access, repair damaged sections, and reduce further erosion and sedimentation downstream.	Work with San Mateo County on MOU and future transfer of rights. Continue design work and biomonitoring with County permitting assistance. Work with San Mateo County to secure Measure K funding.	Continuing	Goal 2, Objective 3	Goal 4, Objective 4	\$236,033
67		Rancho San Antonio - Deer Hollow Farm - White Barn Rehabilitation	MAA11-002	Preserve White Barn as a historical and educational resource.	Conduct CEQA review. Continue design and initiate construction work, with biomonitoring and bat deterrent (if needed).	Continuing	Goal 1, Objective 1		\$490,890
68		Lyson's Dispositions at Monte Bello	MAA17-002	Improve public safety by removing hazardous structures and debris from vacant land, allowing for future opening of the regional Stevens Creek Trail corridor to public access.	Finalize permits, complete demolition, and restore site.	New	Goal 2, Objective 3		\$426,487
69		Stevens Creek Nature Trail Bridges, Monte Bello	MAA17-004	Replace a deteriorating bridge located between the Stevens Creek bridge crossing and Canyon Trail. Install a new second bridge on the Stevens Creek Nature Trail to provide safe trail access.	Finish construction, continue biomonitoring, revegetation, reseeding, and plant maintenance.	Continuing	Goal 2, Objective 3	Goal 4, Objective 4	\$34,401
70		Saratoga-to-Sea Regional Trail Connection	MAA18-002	Support the City of Saratoga's 3.2-mile long regional trail connection from Saratoga Quarry Park to Sanborn County Park (Partnership Project) and the Bay Area Ridge Trail. Project transitions to Measure AA funding in FY19-20.	Continue to provide technical and financial support. City anticipates completing design, environmental review and permitting in FY2019-20 to prepare for construction in FY2020-21.	Continuing	Goal 1, Objective 1 & 2	Goal 2, Objective 3	\$550,000
71		Bay Area Ridge Trail Highway 17 Crossing	MAA20-002	Provide regional recreational trail across Highway 17 in Santa Clara County by constructing a new under- or overcrossing between Los Gatos and Lexington Reservoir in close alignment with HWY 17 Wildlife Crossing project #MAA20-001.	Once Caltrans has reviewed the Project Study Report developed by Midpen and consultants, initiate Project Approval and Environmental Document (PAED) with Caltrans. Review preferred project under CEQA (and potentially NEPA to qualify for federal funding) following outcome of Caltrans documentation review.	Continuing	Goal 1, Objective 2	Goal 2, Objective 3	\$61,056
72		Bear Creek Redwoods Water System	MAA21-003	Evaluate long term water needs and implement water infrastructure improvements for Bear Creek Stables operation.	Proceed with next phase of new water system to bring water line to the stables, pending final Board decision on stables site improvements.	Continuing	Goal 2, Objective 3	Goal 4, Objective 4	\$8,095
73		Bear Creek Stables Site Plan Implementation	MAA21-004	Implement Phase 1 of Bear Creek Stables site plan to support increased public access.	Begin design of final board approved decision for the Bear Creek Stables site plan improvements.	Continuing	Goal 2, Objective 3		\$593,147
74		Bear Creek Redwoods Public Access	MAA21-005	Implement Phase 1 improvements to open the preserve to public access.	Fulfill mitigation requirements (tree farm restoration) and submit final construction payments for new parking lot. Continue bat mitigation. Construct Upper Lake overflow and pond stair access. Submit permit application for Phase II Undercrossing Project.	Continuing	Goal 2, Objective 3		\$1,018,931
75		Bear Creek Redwoods - Alma College Cultural Landscape Rehabilitation Project	MAA21-006	Implement the Alma College Cultural Landscape Rehabilitation Plan.	Continue to develop interpretative materials. Complete Preservation Maintenance Plan. Continue plant installation and maintenance. Begin site demolition and cleanup work.	Continuing	Goal 2, Objective 2	Goal 2, Objective 3	\$945,854
76		Beatty Parking Area and Trail Connections	MAA22-004	Design and build a new parking lot at Beatty property and a trail connection to Sierra Azul Preserve.	Initiate schematic design development. Continue environmental review and begin preliminary permitting.	Continuing	Goal 2, Objective 3		\$549,544
77		Mount Umunhum Summit Restoration, Parking, and Landing Zone	MAA23-004	Complete the Mt. Umunhum Summit public access improvements, interpretive elements, and native planting. Construction is complete and only purchase and installation of native plants is in progress.	Purchase and install native plants. Install additional signage at summit.	Continuing	Goal 1, Objective 2		\$35,000
<b>30 - Measure AA Capital Total</b>									<b>\$7,578,496</b>

**FY2019-20 Capital Improvement and Action Plan  
Board Retreat #2**

Item #	Program & Fund	Project Name	Project #	Project Purpose	FY2019-20 Scope	Status	Strategic Plan Linkage (Primary)	Strategic Plan Linkage (Secondary)	FY2019-20 Estimated Budget
<b>Public Access, Education, and Outreach</b>									
<b>40 - General Fund Capital</b>									
78		Purisima Creek Redwoods Bridge 1 Redecking	65102	Provide an interim vehicular and visitor access across Purisima Creek.	Complete redecking.	Continuing	Goal 2, Objective 3	Goal 4, Objective 4	\$59,500
79		Highway 17 Area Regional Trail Connections	316025	Identify feasible trail connecting routes for the Ridge Trail and other local trail routes from the Highway 17 Wildlife Crossing location, ideally providing east/west and north/south trail connections to existing trails. This project is separate but associated with Highway 17 Wildlife Crossing and Ridge Trail Crossing (MAA 20-002).	Pending the outcome of the selected Highway 17 Regional Trail Crossing location, begin development of conceptual trail alignment. Initiate environmental review.	Continuing	Goal 1, Objective 2	Goal 2, Objective 3	\$37,500
80		Phase II Trail Improvements, Bear Creek Redwoods OSP	VP21-003	Implement Phase II trail improvements to open eastern part of the Preserve to public access.	Staff will work with a consultant team to evaluate and design improvements for a portion of the Bear Creek Redwoods Phase II trail network. This includes the Briggs Creek Trail, Alma College Loop Trail, Stables Loop Trail, and a segment of the Multi-Use Trail.	Continuing	Goal 2, Objective 3	Goal 4, Objective 4	\$277,250
<b>40 - General Fund Capital Total</b>									<b>\$374,250</b>
<b>Public Access, Education, and Outreach Total</b>									<b>\$8,830,746</b>

**FY2019-20 Capital Improvement and Action Plan  
Board Retreat #2**

Item #	Program & Fund	Project Name	Project #	Project Purpose	FY2019-20 Scope	Status	Strategic Plan Linkage (Primary)	Strategic Plan Linkage (Secondary)	FY2019-20 Estimated Budget
<b>Infrastructure (Vehicles, Equipment, Facilities) and Other</b>									
<b>10 - General Fund Operating</b>									
81		Work Order & Asset Management System	51701	Implement Work-Order Asset Management System to streamline the maintenance and management of District land and infrastructure assets.	Refine system for Land & Facilities department. Phase 1 Natural Resources Implementation: Design, build, and pilot one business workflow that allows Natural Resources to review and approve Land and Facilities work orders.	Continuing	Goal 3, Objective 1 & 2	Goal 4, Objective 4 & 5	\$85,000
82		Real Property Database	51703	Implement an enterprise geographic information system (E-GIS) integrated data management system, capable of providing reports on all aspects of the District's land transactions.	Select a vendor and build out the database.	Continuing	Goal 3, Objective 1 & 2	Goal 4, Objective 5	\$70,000
83		Budget Management Software	TBD	Efficiently develop and manage the District's annual budget and action plan with greater transparency.	Select a vendor and begin to implement system.	New	Goal 3, Objective 1	Goal 4, Objective 4	\$90,042
<b>10 - General Fund Operating Total</b>									<b>\$245,042</b>
<b>20 - Hawthorn Fund</b>									
84		Hawthorns Historic Complex Partnership and Lease	VP06-001	Investigate and potentially develop partnership for long-term re-use, care and maintenance of historic complex.	Review proposed rehabilitation and reuse proposal with Planning and Natural Resources Committee and Board. Work closely with the Town of Portola Valley and POST throughout process.	Continuing	Goal 1, Objective 2 & 3	Goal 4, Objective 4	\$48,000
<b>20 - Hawthorn Fund Total</b>									<b>\$48,000</b>
<b>40 - General Fund Capital</b>									
85		Administrative Office (AO) Facility	31202	Prepare 5050 El Camino as the new administrative office.	Complete design development, initiate environmental review, start construction documents, and manage tenants.	Continuing	Goal 3, Objective 1	Goal 4, Objective 4	\$623,744
86		Mt. Umunhum - Radar Tower 2nd Assessment	31307	Complete repairs to the Mt. Umunhum Radar Tower to implement the Board's "retain and seal" decision. All work is anticipated to be complete by 2020.	Complete assessment, obtain Board approval on scope of work, and begin construction documents.	Continuing	Goal 2, Objective 3	Goal 4, Objective 4	\$223,750
87		South Area Field Office	31601	Establish a new South Area Field Office for efficient deployment of staff, materials, and resources to manage, patrol, and maintain open space preserves in the southern region.	Secure permits, select contractor and initiate construction.	Continuing	Goal 3, Objective 1	Goal 4, Objective 4	\$1,217,976
88		Agricultural Workforce Housing - La Honda Creek	35001	Construct agricultural workforce housing to support Midpen's conservation grazing program.	Finalize design and secure permits; begin construction. Biomonitoring to be performed.	Continuing	Goal 1, Objective 4		\$400,000
89		Sierra Azul Ranger Residence	35004	Evaluate permanent residence in or adjacent to Sierra Azul.	Begin design, permitting, and construction.	Continuing	Goal 3, Objective 1	Goal 4, Objective 4	\$565,000
90		Tunitas Creek - Toto Ranch Driveway Improvements	61001	Repair and re-rock the Toto Ranch driveway in the Tunitas Creek preserve to improve access to the ranch and ranch house.	Complete driveway improvements. Biomonitoring to be performed.	Continuing	Goal 4, Objective 4		\$418,612
91		Russian Ridge - Quam Residence Driveway Improvement	61002	Repair and rerock the driveway to provide safe access to staff, tenants, and inholding property.	Complete driveway improvements. Biomonitoring to be performed.	Continuing	Goal 4, Objective 4		\$473,300
92		Big Dipper Ranch Spring Work, Skyline Ridge	61006	Provide sufficient water to the ranch residence and to support the conservation grazing program.	Complete repairs to the water system.	Continuing	Goal 1, Objective 4		\$48,750
93		Russian Ridge - Bergman Residences Reconstruction	61009	Address non-conforming Bergman housing complex structures, demolishing two and improving remaining three as rental residences.	Complete residence repairs - Phase III	Continuing	Goal 4, Objective 4		\$315,550
94		Toto Ranch Well Drilling and Construction, Tunitas Creek	61010	Provide a consistent water source for the Toto Ranch residence.	Complete permitting and construction of well and water system.	Continuing	Goal 1, Objective 4		\$200,800
95		District Radio Expansion and Equipment Replacement	TBD	Research options to expand District radio coverage to coastal areas, improve radio coverage in selected high use areas, and replace equipment reaching end of life cycle.	Research options for radio improvements, begin assessments of radio systems and process of additional FCC licenses and communications sites. Create design and recommendations for upgrade, and source vendors to complete work.	New	Goal 3, Objective 1		\$56,000
96		Install Solar Panels at Skyline Field Office	TBD	Install solar panels at the Skyline Field Office; supports implementation of Climate Action Plan.	Research and install solar panels at the Skyline Field Office.	New	Goal 1, Objective 5		\$150,000
97		Toto Barn Roof Repair	TBD	Repair roof on the Toto barn.	Complete repairs to roof.	New	Goal 1, Objective 4	Goal 4, Objective 4	\$101,750
98		Toto Ranch Perimeter Fence Repair	TBD	Repair / replace perimeter fence to support the District's conservation grazing program.	Complete construction. Requires biomonitoring.	New	Goal 1, Objective 4	Goal 4, Objective 4	\$174,225
99		Vehicle and Machinery/Equipment Purchases	None	To provide necessary vehicles and equipment for Administrative and Field Office staff.	Purchase necessary vehicles and equipment to support protection of open space preserves.	Continuing	Goal 3, Objective 1		\$1,002,000
<b>40 - General Fund Capital Total</b>									<b>\$5,971,457</b>
<b>Infrastructure (Vehicles, Equipment, Facilities) and Other Total</b>									<b>\$6,264,499</b>
<b>Grand Total</b>									<b>\$23,976,834</b>

Board Retreat #2

Item #	Program & Fund	Operating Project Name	Project Purpose	FY2019-20 Scope	Status	Strategic Plan Linkage (Primary)	Strategic Plan Linkage (Secondary)
<b>Natural Resource Protection and Restoration - Operating Projects</b>							
100		Archaeological Resource Survey, Assessment, Curation	Catalog and curate existing collections, survey known and unrecorded sites, provide on-call assessments.	Conduct archaeological surveys to record known unrecorded and discovered sites. Assess, catalog and curate District collections.	Continuing	Goal 2, Objective 3	
101		Formation of Science Advisory Panel	Formation of a Scientific Advisory Panel to inform Midpen land management decisions.	Convene quarterly meetings of the panel.	New	Goal 1, Objective 2	
102		IPM Program Coordination	Interdepartmental meetings to review invasive species prioritization, treatment, Best Management Practices, and mitigation measures.	Produce Annual IPM Report and Annual IPM Plan per the IPM FEIR requirements.	Continuing	Goal 1, Objective 4	
103		Phytophthora Research	Research phytosphere (soil) diseases and develop BMPs for the District.	Retain consultant to develop BMPs and contract language for the District.	Continuing	Goal 1, Objective 4	
104		Review of Agricultural Policy	Review existing policies, guidelines and practices including provision of Agricultural Workforce Housing and prepare or amend policies accordingly.	Conduct a Board study session and approve new Agricultural Policy language.	Continuing	Goal 1, Objective 4	
105		Slender False Brome	Provide treatment of slender false brome, a noxious weed, on both District and private properties.	Oversee contractors treating slender false brome.	Continuing	Goal 1, Objective 4	
106		Sudden Oak Death Monitoring and Research	Support Sudden Oak Death and soil disease research, and expand preventative treatments.	Oversee consultants and contractors working with SOD Districtwide.	Continuing	Goal 1, Objective 4	
107		Wildlife and Livestock Protection Policy	Implementation of the Wildlife and Livestock Protection Program.	Work through new policy as incidents occur. Hire a researcher to determine effectiveness of deterrents. Implement deterrent methods.	Continuing	Goal 1, Objective 2	Goal 1, Objective 4
108		Wildlife updates to Maintenance and Ranger Operations Manuals	Update wildlife guidance in Maintenance and Ranger Operations Manuals.	Update manuals for worker safety and to incorporate new policies.	New	Goal 3, Objective 2	
<b>Public Access, Education, and Outreach - Operating Projects</b>							
109		Cooley Landing Site Use Agreements	Formalize separate agreements/easements/MOUs (District, City of East Palo Alto, Regional Water Quality Control Board, Menlo Fire) to meet operations and maintenance requirements. Supports partnership project at Cooley Landing park.	Work with the City of East Palo Alto and other local agencies on establishing a site-use and access agreement. Adjust East Palo Alto's current access easement to follow the center of the drive instead of the southern edge of the parcel.	New	Goal 2, Objective 2	Goal 2, Objective 3
110		Preserve Use Survey Implementation	Implement the recommendations detailed in the Preserve Use Survey to enhance visitor satisfaction and outreach.	Begin implementation of Preserve Use Survey recommendations: Nature Center web camera; increase restroom servicing during high use seasons and as needed; implement program to improve dog waste compliance (pending Board approval); enrich and increase interpretive and educational programming as staff capacity increases; include easy access trails in new access projects such as Bear Creek Redwoods Preserve; and use junction numbering on new trails to improve wayfinding.	New	Goal 2, Objective 3	
111		Stevens Creek Trail Signage	Install new trail signage for Stevens Creek Trail to provide consistent signage across jurisdictions.	Coordinate with Friends of Stevens Creek trail on design and installation of new trail signage for designated Stevens Creek trail route(s) on District lands.	New	Goal 2, Objective 3	
<b>Infrastructure (Vehicles, Equipment, Facilities) and Other - Operating Projects</b>							
112		Basic Policy Update for Coastal Annexation Area	An update to the Basic Policy to incorporate the Coastal Annexation Area.	Update policy.	Continuing	Goal 1, Objective 4	Goal 2, Objective 1
113		Citation Management System	Implement a new citation management system; includes RFP process.	Scope a citation management solution.	Continuing	Goal 3, Objective 1	
114		Emergency/Disaster Preparedness Response and Recovery Plan	Conduct a review of agency policies, practices and industry best practices to develop a comprehensive District-wide Emergency/Disaster Preparedness, Response and Recovery Plan.	Conduct a review of agency policies and develop a comprehensive District-wide Emergency/Disaster Preparedness, Response and Recovery Plan.	Continuing	Goal 1, Objective 6	Goal 3, Objective 4
115		Legislative Initiatives	Support legislation to further the District's mission.	Work on county/local permit exemption legislation and Phytophthora regulation.	New	Goal 1, Objective 3	
116		Nature Center Web Camera	Install an aerial and underwater pond web camera at the Daniels Nature Center to stream live on the District website, to enhance public education.	Complete installation and connectivity.	New	Goal 2, Objective 3	
117		Records Management	To prepare for the District's move to a new office building in Spring 2022, staff will digitize and clean up paper files.	District staff will begin to digitize and clean up files.	New	Goal 3, Objective 1	
118		SharePoint - Document Management System (ALL)	Continue building out the Districts SharePoint platform on Office 365.	Continued effort in building out the Districts SharePoint platform on Office 365.	Continuing	Goal 3, Objective 1	
119		South Area Outpost Driveway Repaving	Repave driveway from Pheasant to South Area Outpost.	Complete driveway repaving.	New	Goal 4, Objective 4	