



Midpeninsula Regional
Open Space District

R-19-80
Meeting 19-15
June 12, 2019

AGENDA ITEM 7

AGENDA ITEM

Proposed Fiscal Year 2019-20 Budget and Action Plan Review and Public Hearing

GENERAL MANAGER'S RECOMMENDATIONS *dem*

1. Review and hold a public hearing on the Proposed Fiscal Year (FY) 2019-20 Budget and Action Plan, as reviewed and recommended by the Action Plan and Budget Committee in preparation for adoption at the June 26, 2019 regular meeting of the Board of Directors.
2. Direct the General Manager to bring the proposed FY2019-20 Budget and Action Plan back for adoption at the June 26, 2019 regular meeting of the Board of Directors; or
3. Direct the Action Plan and Budget Committee to consider proposed changes to the FY2019-20 Budget and Action Plan prior to the General Manager bringing the item back to the Board of Directors for adoption at the June 26, 2019 regular meeting.

SUMMARY

The Proposed FY2019-20 budget totals \$71 million (excluding the Gordon Ridge land acquisition), which is an 11% increase over the prior year amended budget (excluding the FY2018-19 Administrative Office building purchase). This year-over-year change is largely due to an 11% increase in operating expenditures and 13% increase in debt service. With the Gordon Ridge Property land acquisition, the total Proposed FY2019-20 budget is \$74.8 million.

The proposed budget reflects requested staff growth of 3.5 new net positions to assist with resource management projects, expand the environmental interpretation program, ensure focus and progress on implementing the Climate Action Plan, and respond to the notable growth in Preserve visitation and administrative business needs. These positions will both support the implementation of capital projects funded by Measure AA and serve the public who are enjoying District Preserves, including newly built facilities and newly opened areas.

On December 6, 2018, the Board of Directors held its annual retreat to review the environmental scan prepared by staff and to adjust the Midpeninsula Regional Open Space District's (District) Strategic Goals. Following the adjustment of the Strategic Goals, the Board of Directors held a second retreat on February 28, 2019 to establish the priorities for the following fiscal year for inclusion into the Fiscal Year (FY) 2019-20 Budget and Action Plan.

The priorities established by the Board for FY2019-20 are as follows:

1. Land Conservation – important coastal/agricultural and watershed lands
2. Natural Resource Protection – climate resiliency, wildlife crossings, and habitat restoration

3. Bear Creek Preserve opening and Phase II public access
4. Expand regional trail connections
 - a. Support Saratoga to the Sea Trail
 - b. Ravenswood Bay Trail
5. Demonstrate further progress on other Measure AA projects
6. Support agriculture and sustain the conservation grazing program
7. Connect diverse communities to their public open space preserves
8. Enhance wildland fire preparedness and responsiveness
9. District staff facilities and operations

The proposed FY2019-20 Capital Improvement and Action Plan (CIAP) reflects Board priorities as confirmed at the February 28, 2019 Board Priority Setting Retreat and is comprised of 89 Capital Projects and 20 Operating Projects.

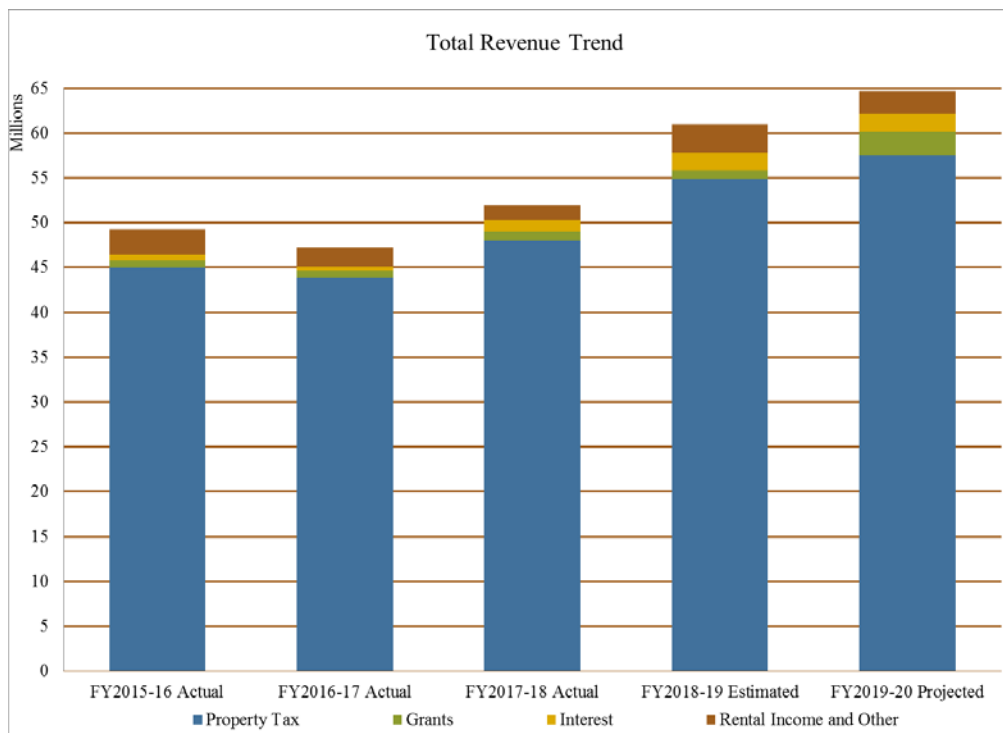
DISCUSSION

Revenue

The proposed FY2019-20 budget includes revenues from numerous sources, with the vast majority coming from property tax receipts. The District also receives annual revenues from various grants, interest income, rental income, and a small amount of miscellaneous income. Measure AA Bonds are also a significant additional funding source for qualified capital projects.

Annual property taxes – which make up 89% of total revenues – are estimated at \$57.5 million for FY2019-20. Estimated property tax revenues are up \$2.6 million when compared to the current fiscal year amended (\$54.8 million in FY2018-19).

Year-over-year revenue trends are shown in the graph below.



**FY2015-16 reflects 15 months due to changing the fiscal year start from April 1 to July 1.*

Total estimated FY2019-20 revenue and other funding sources are summarized by fund in the table below.

FY2019-20 Revenues & Other Funding Sources	Fund 10 General Fund	Fund 20 Hawthorns	Fund 30 Measure AA Capital	Fund 40 General Fund Capital	Fund 50 Debt Service	Total
Revenue						
Property Tax Revenues	\$52,055,000				\$5,435,350	\$57,490,350
Grants (Awarded)	296,300		2,108,421			2,404,721
Interest Income	1,078,000	39,000			874,000	1,991,000
Rental Income	1,331,773					1,331,773
Rental Income - 5050 El Camino Real	729,105					729,105
Rancho San Antonio Agreement	379,157					379,157
Miscellaneous	100,000					100,000
Total Revenues	55,969,335	39,000	2,108,421	0	6,309,350	64,426,106
Other Funding Sources						
Bond Reimbursements			7,039,226	1,846,720		8,885,946
Hawthorns Funds		101,200				101,200
Bond/Debt Service Premium					1,632,923	1,632,923
Restricted Fund Transfer			300,000			300,000
Assigned Fund Balance Transfers				924,450		924,450
Committed for Infrastructure Transfer	(729,105)					(729,105)
General Fund Transfers	(18,172,800)			7,775,425	10,397,375	0
Total Other Funding Sources	(18,901,905)	101,200	7,339,226	10,546,595	12,030,298	11,115,414
Grand Total: Revenues & Other Funding Sources	37,067,430	140,200	9,447,647	10,546,595	18,339,648	75,541,520

When compared to the current fiscal year, total revenues of \$64.4 million are up \$3.6 million, or 6% from FY2018-19 (\$60.8 million amended in FY2018-19), due to growing property taxes and increased rental income.

Of note is the treatment of unused Capital Improvement and Action Plan (CIAP) funds within Fund 10 and Fund 40 (General Fund and General Fund Capital). Continuing the new practices started in FY2018-19, any unused CIAP funds identified as part of the quarterly adjustment process will be “rolled-over” into the next fiscal year for later use. These funds are identified in the *Assigned Fund Balance Transfers* line in the table above.

Expenditures

The Proposed FY2019-20 budget totals \$71 million (excluding the Gordon Ridge land acquisition), which is an 11% increase over the prior year amended budget (excluding the Administrative Office building purchase). This year-over-year change is largely due to an 11% increase in operating expenditures and 13% increase in debt service. The Proposed FY2019-20 budget totals \$74.8 million with the Gordon Ridge Property land acquisition. Please see Attachment 1, Section 2 for the overall budget and Attachment 1, Section 3 for the CIAP.

The table below shows the total budget by funding source for FY2019-20 and the percent change as compared to the current fiscal year (amended).

Budget By Funding Source	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Annual Budget	\$ Change From FY2018-19 Amended Budget	% Change From FY2018-19 Amended Budget
Fund 10 – General Fund Operating	\$27,418,768	\$33,485,935	\$37,003,848	\$3,517,913	11%
Fund 20 – Hawthorns Fund	40,412	53,500	140,200	86,700	162%
Fund 30 – MAA Land/Capital	12,038,108	10,480,082	9,447,647	(1,032,435)	-10%
Fund 40 – General Fund Land/Capital	2,479,760	4,454,184	6,746,595	2,292,411	51%
Fund 50 – Debt Service	12,605,796	15,670,990	17,669,563	1,998,573	13%
Subtotal Midpen Budget	\$54,582,844	\$64,144,691	\$71,007,853	\$6,863,162	11%
Fund 40 – General Fund Land/ Capital One Time Expenses	3,072,054	31,550,100	3,800,000	(27,750,100)	-88%
Total Midpen Budget	\$57,654,898	\$95,694,791	\$74,807,853	(\$20,886,938)	-22%

Primary drivers within each fund are discussed below, and year-over-year expense trends are shown in the graph that follows.

- General Fund Operating (Fund 10): The General Operating Fund increase of 11 percent, or \$3.52 million, includes Salaries and Benefits as well as Services and Supplies. Net Salaries and Benefits represent \$2.25 million of the Fund 10 increase; this is due to budgeting for all currently-approved positions, the annualized cost of new positions added in FY2019-20, combined with cost-of-living adjustments, annual step increases, and changes in the costs of benefits.

Services and Supplies also rose, representing \$1.27 million of the Fund 10 increase. This reflects an increase to overall operating projects expenditures, such as an increase in restoration mitigation costs associated with capital improvement projects like the opening of the Mount Umunhum summit and western area of Bear Creek Redwoods. In addition, the proposed CIAP and Budget includes a substantial increase in total funds and key Action Plan projects to expand Midpen's efforts in preventing, preparing for, and responding to potential wildland fires.

- Hawthorn (Fund 20): The Hawthorn Fund includes funding for fuel reduction, fire clearance work and structures work to prevent future deterioration of the historic resource.

- Measure AA Land/Capital (Fund 30): The Measure AA Capital Fund reduction of 10 percent, or \$1.03 million, in projected annual expenses does not represent a reduction in effort on Measure AA projects; it reflects a shift in project phases. Fewer MAA projects are currently in the construction phase. For example, there are over 30 Measure AA projects on the CIAP next year in various stages of planning and construction, while other large projects such as *Cooley Landing Interpretive Facilities Design and Implementation* and *Twin Creeks Land Conservation* have largely been expensed.

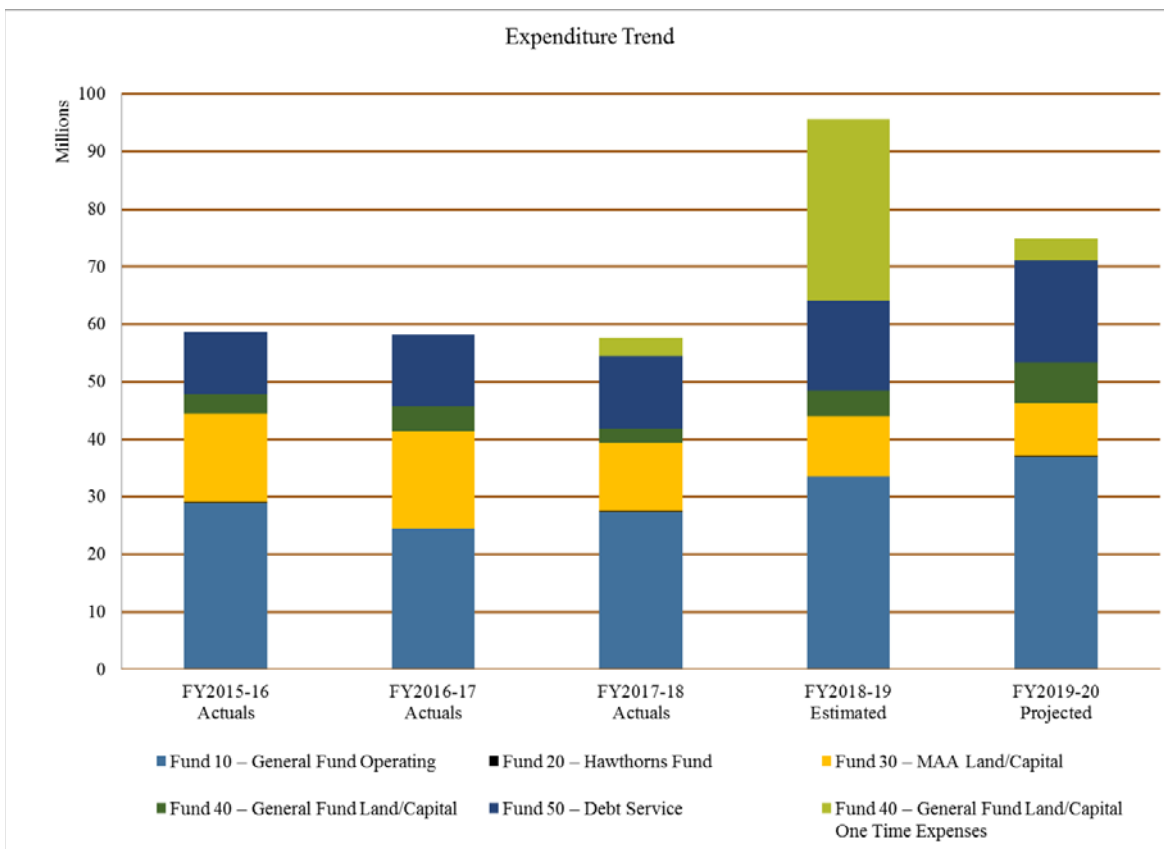
The Measure AA Capital Fund reduction includes both lower reimbursable labor (-\$400,000) and project expenditures (-\$900,000). If projects such as the *Saratoga to the Sea Trail* and *Ravenswood Bay Trail* progress faster than anticipated, MAA funds are available in FY2019-20 to increase the project budget with prior Board approval. The decrease in reimbursable labor is primarily due to the lack of shovel ready trail projects for the District's special projects crews. Midpen will leverage the capacity of the special project crew to supplement and expand upon the fuel reduction work performed by its maintenance crews.

Measure AA projects in FY2019-20 include the conservation of important coastal agricultural and watershed lands, the *Highway 17 Wildlife and Trail Crossing* project, the *Bear Creek Redwood's Alma College Site Rehabilitation Plan*, the *Saratoga-to-the-Sea Regional Trail* and the *Ravenswood Bay Trail*. Additional projects include the Bear Creek landfill remediation and grazing infrastructure improvements at coastal properties to support the District's conservation grazing program. Work will also continue on the *Lower La Honda Creek Phase II Trails*, *Hawthorns Public Access Site Plan*, and repairs to the *Alpine Road Regional Trail*.

- General Fund Land/Capital (Fund 40): The increase of 51 percent in General Fund Capital (\$2.29 million) is largely driven by General Fund Capital funding that will be used for projects in support of Measure AA and the Vision Plan. Other projects included in next year's plan are to improve the Midpen's infrastructure, offices, vehicles and equipment; complete repairs and maintenance on District-owned residences and driveways; improve grazing infrastructure; and demolition of unoccupied structures.

Of note, the most expensive project included in General Fund Capital for next year is a coastal acquisition that will preserve important grazing and watershed lands in Vision Plan Portfolio 32: *Tunitas Creek: Additional Watershed Preservation and Conservation Grazing*. This acquisition is not eligible for Measure AA funding (project lies outside the top 25 Vision Plan Priority Action areas). This project is excluded from the increases to General Fund Capital noted above since it is a one-time land acquisition project.

- Debt Service (Fund 50). The Debt Service Fund for FY2019-20 increased by approximately \$2 million from FY2018-19, or 13%. Annual debt service principal payments are now due on the recently issued 2018 General Obligation Bonds (Series GO Green Bonds).



**FY2015-16 reflects 15 months due to changing the fiscal year start from April 1 to July 1.*

*** Fund 30 includes land acquisition in all years prior to FY2019-20.*

Capital Improvement and Action Plan (CIAP)

Projects that are \$50,000 or more are specified in this section. Projects below this threshold are included in the Department Summary section of the budget book; these projects were called out as Operating Projects during the February 28, 2019 Board retreat.

The CIAP is organized into four program categories.

1. Land Acquisition and Preservation (22%)
2. Natural Resources Protection and Restoration (25%)
3. Public Access, Education and Outreach (31%)
4. Vehicles, Equipment, Facilities and Other (21%)

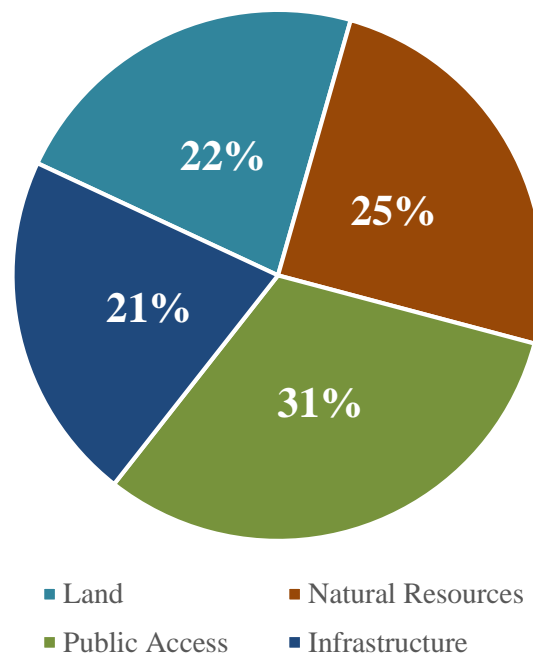
The General Manager is mindful of the Board's list of success criteria that emphasize delivery of Measure AA commitments, projects completed on time and on budget, pacing of projects, balanced delivery of the mission, exceptional work recognizing time and budget constraints, project delivery innovation, creating an exceptional organization, and careful long-term fiscal stewardship.

To support these important organizational norms, the General Manager approaches new projects and initiatives – whether directed by the Board or identified as opportunities by staff – objectively and thoroughly to understand the impacts on capacity, as well as project and staffing interdependencies.

To this end, all departments completed comprehensive resource loading on the proposed FY2019-20 CIAP projects to confirm capacity assumptions. In addition, the General Manager reviewed each project scope, schedule, and budget with staff from the General Manager's Office to confirm, and adjust as necessary, the proposed pacing and budget for each project. Finally, the proposed total budgets were presented to the Controller, who confirmed that the budget is sustainable per the 30-year fiscal model.

As presented at the February 28, 2019 retreat, a first draft of the CIAP provided the Board with a comprehensive early look at the proposed projects for inclusion into the FY2019-20 CIAP. The document provided at the retreat includes project information by Fund, FY2019-20 Budget, project description, project status, and Strategic Goals linkage.

FY2019-20 Proposed CIAP by Program



In response to Board feedback at the retreat, the following additions were made to the CIAP:

- Created a new project, *La Honda Creek Phase II Trails to Central Area* to explore future trail alignments/connections in central La Honda Creek Open Space Preserve.
- Created a new project, *Historic Resources Policy Development*, to review existing policies, guidelines, and practices, and prepare or amend policies accordingly.

Following the retreat, Midpen staff also reviewed the updated CIAP to provide a realistic projection of work that could be completed with available staff and funding resources. The following edits were made to the proposed FY2019-20 CIAP:

- Added two new projects: *Radio Replacement for Ranger Staff and Patrol Vehicles* (Fund 40) and *San Mateo County Master Permit*, and included *Cooley Landing Interpretive Facilities Design and Implementation* (MAA02-001) which is continuing in FY2019-20 from FY2018-19.
- Converted one project from CIAP key project to operating
- Removed two duplicate projects (scope was duplicated within a separate project).
- Renamed four projects.
- Converted six projects to operating (or programmatic) projects. These will take place next fiscal year, but do not qualify as capital projects.
- Deferred seven projects until after FY2019-20. The reasons for project deferrals are varied and can be categorized as timing requirements, assessment and study needs, availability of opportunities (for land acquisition), and staff resource availability.

The annual CIAP (Attachment 1, Section 3) forms the fiscal year work program and includes all of the projects and key initiatives that the District will pursue in the upcoming fiscal year, and for which it will dedicate staff and financial resources.

Staff focused on the following Board-approved priorities when developing the FY2019-20 Capital Improvement and Action Plan:

1. Land Conservation – important coastal/agricultural and watershed lands
2. Natural Resource Protection – climate resiliency, wildlife crossings, and habitat restoration
3. Bear Creek Preserve opening and Phase II public access
4. Expand regional trail connections
 - a. Support Saratoga to the Sea Trail
 - b. Ravenswood Bay Trail
5. Demonstrate further progress on other Measure AA projects
6. Support agriculture and sustain the conservation grazing program
7. Connect diverse communities to their public open space preserves
8. Enhance wildland fire preparedness and responsiveness
9. District staff facilities and operations

District staff prepared the FY2019-20 CIAP in accordance with Board priorities. The FY2019-20 CIAP resulted in 89 Key Action Plan Projects and 20 Operating Projects spread throughout the following Programs, as shown in the table below.

CIAP Program	FY2018-19				FY2019-20			
	Key	Op	Total	As a %	Key	Op	Total	As a %
Land Acquisition and Preservation	17	0	17	14%	20	0	20	18%
Natural Resource Protection and Restoration	25	8	33	28%	22	6	28	26%
Public Access, Education, and Outreach	31	1	32	27%	28	4	32	29%
Infrastructure (Vehicles, Equipment, Facilities) and Other	23	13	36	31%	19	10	29	27%
Total	96	22	118	100%	89	20	109	100%

Position Requests

Detailed resource loading analysis confirmed the need for additional staff capacity to manage the proposed FY2019-20 Capital Improvement and Action Plan and ongoing operational workload. The resource loading analysis identified a net of one additional position in the Finance and Administrative Services business line and a net of 2.5 positions in the Visitor and Field Services business line. Staffing growth through year 2020 in Visitor and Field Services, and Finance and Administrative Services was anticipated and modeled in the Financial and Operational Sustainability Model (FOSM) as shown on the following page.

Business Line	Positions approved through FY2018-19	FOSM Projected Growth by 2020	FOSM Projected Growth* between 2020 to 2045	Recommended New Positions	Remaining FOSM Projected Positions Through 2045 (if new positions are approved)
Planning and Project Delivery	10	10 to 13	TBD / 7	0	TBD / 7
Visitor and Field Services	27	20 to 25	35 to 43	2.5	32.5 to 40.5
Finance and Administrative Services	9	9 to 11	8 to 10	1	7 to 9
General Manager's Office	3	2	0	0	0
Total	49	41 to 51	43 to 57	3.5	39.5 to 56.5

*As presented to the Board of Directors on December 2018; positions through 2045 are cumulative.

Consistent with the FOSM, the recommended 3.5 net positions are within the agency-wide anticipated total growth numbers, as we are now moving into projections for 2020 through 2045. Associated costs for next fiscal year are shown in the table below, followed by position descriptions.

The table that follows also includes staffing adjustments made in the current fiscal year. In March 2019 the Board approved one (1) FTE in the Office of the General Counsel for an Executive Assistant/ Legal Secretary. In addition, one (1) temporary FTE was approved under the General Manager's authority in FY2018-19 for a Public Affairs Specialist II. This position is a limited-term position and partially offset by savings from two vacant positions in Public Affairs.

Additional Positions	FY2019-20 Prorated Cost	FY2020-21 and Beyond
Interpretive Specialist	102,949	141,383
Management Analyst I (formerly Climate Resiliency Fellow)	110,275	113,583
Lead Open Space Technician	87,538	120,219
Senior Accounting Technician	92,938	127,635
Visitor Services Intern	24,651	25,391
<i>Subtotal</i>	418,351	528,211
Positions Removed		
Climate Resiliency Fellow	(110,275)	(113,583)
Public Affairs Intern	(22,503)	(22,503)
Public Affairs Assistant	(79,341)	(79,341)
<i>Subtotal</i>	(212,119)	(215,427)
Total	206,232	312,784
Position Adjustments in FY2018-19		
Executive Assistant / Legal Secretary	118,651	122,211
Public Affairs Specialist II	146,595	150,993
Grand Total	471,478	585,987

Below is a description of each requested new position by business line and department.

Finance and Administrative Services Business Line

Senior Accounting Technician (1 FTE) – Grants and Procurement Programs

This technician's time will be split evenly to support the Grants and Procurement programs. The addition of this position will help increase the amount of grants Midpen has the capacity to apply as well as assist with the grants reporting, compliance and administration of the grants making program. This position also increases the amount of procurement support provided to staff to enter into consulting and contractor contracts for operating and capital projects, both on-call and standard, and to track draw-downs and status of contracts.

Visitor and Field Services Business Line

Lead Open Space Technician (1 FTE) – Land and Facilities Department

This position will focus on resource management projects and monitor the quality of work completed by outside contractors and partners. As a lead position, the new technician will also allow Midpen to expand our resource management partnerships with outside organizations, including such groups as the San Jose Conservation Corps and AmeriCorps, to complete additional resource management, habitat restoration, and fuel management work. The new technician will also add capacity to complete the mounting mitigation and restoration work resulting from new Measure AA public access projects.

Management Analyst I (1 FTE, net zero) – Natural Resources Department

This position converts the limited term Climate Resiliency Fellow position to a regular position to continue coordination, tracking, and implementation of the Board-approved Climate Action Plan. The analyst will also provide Natural Resources department staff with support in project administration, including interfacing and streamlining contracting, budgeting and accounting practices, and assist in gathering performance metrics, including tracking reductions in operational carbon emissions to reach the Board-approved greenhouse gas reduction goals.

Visitor Services Intern (0.5 FTE) – Visitor Services Department

In FY2019-20, the Intern will continue the visitation count survey project began in 2016. The primary goal will be to estimate annual visitation rates for Midpen preserves and also focus on visitor use for planning purposes and Bear Creek Redwoods Preserve use. There was no Visitor Services Intern budgeted in FY2018-19.

Interpretive Specialist (1 FTE) – Visitor Services Department

The Board has expressed interest in the expansion of the interpretive and educational programs. The Docent Volunteer Programs Structure Study provided a blueprint to increase the impact and outreach of District docent and volunteer programs. A critical recommendation of the study was an additional position to support the interpretive programs. This position will facilitate improved training, coaching, supporting, and monitoring of the Outdoor Activity Docent and Nature Center Host programs. Addition of professional program staff builds capacity for new program collaborations, partnerships, and program expansion. This position would lead coordination efforts for the outdoor activity interpretive program, including training and coordinating with Docents.

Organizational growth as analyzed in the FOSM, including the positions listed above, was included in the Controller's 30-year model and is deemed financially sustainable.

Classification & Compensation Plan

The proposed FY2019-20 budget includes a 3% salary adjustment for all classifications. This increase conforms with Section 7.1.2 of the Memorandum of Understanding between the District and the Field Employee's Association and is applicable to all District classifications.

FISCAL IMPACT

Final adoption of the Proposed FY2019-20 District Budget and Action Plan by the Board would authorize spending of \$47,550,443 from the General Fund (funds 10 and 40), \$140,200 from the Hawthorn Fund (fund 20), \$9,447,647 from Measure AA Fund (fund 30), and \$17,669,563 from Debt Service (fund 50) to accomplish the District's work plan for the next fiscal year.

The proposed FY2019-20 Budget and CIAP has been reviewed by the Controller and inputted into the 30-year fiscal model. The proposed budget is confirmed to be within the parameters and expectations of that 30-year fiscal model.

The table on the following page provides an overview for FY2019-20 budget, including the General Fund (funds 10 and 40), the Hawthorn fund (fund 20), capital expenditures that are reimbursable from bond funds (fund 30), and debt service (fund 50).

FY2019-20 Change in Fund Balance	Fund 10 General Fund	Fund 20 Hawthorns	Fund 30 Measure AA Capital	Fund 40 General Fund Capital	Fund 50 Debt Service	Total
Revenue						
Property Tax Revenues	\$52,055,000				\$5,435,350	\$57,490,350
Grants (Awarded)	296,300		2,108,421			2,404,721
Interest Income	1,078,000	39,000			874,000	1,991,000
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Other Funding Sources						
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Hawthorns Funds		101,200				101,200
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Committed for Infrastructure Transfer	(729,105)					(729,105)
General Fund Transfers	(18,172,800)			7,775,425	10,397,375	0
Total Other Funding Sources	(18,901,905)	101,200	7,339,226	10,546,595	12,030,298	11,115,414
Grand Total: Revenues & Other Funding Sources	37,067,430	140,200	9,447,647	10,546,595	18,339,648	75,541,520
Expenses						
Operating	37,475,545	92,200				37,567,745
Labor Reimbursement	(471,697)					(471,697)
Capital		48,000	9,447,647	10,546,595		20,042,242
Debt Service (General Fund Debt)					10,397,375	10,397,375
Debt Service (Measure AA Debt)					7,272,188	7,272,188
Total Expenses	\$37,003,848	\$140,200	\$9,447,647	\$10,546,595	\$17,669,563	\$74,807,853
Change in Fund Balance	\$63,582	\$0	\$0	\$0	\$670,085	\$733,667

BOARD COMMITTEE REVIEW

The District's Action Plan and Budget Committee held a meeting on May 14 and May 24, 2019. The Committee voted to forward the proposed FY2019-20 Budget and Action Plan to the full Board of Directors for review and approval.

PUBLIC NOTICE

Public notice was provided as required by the Brown Act. No additional notice is required.

CEQA COMPLIANCE

This proposed action is not a project under the California Environmental Quality Act and no environmental review is required.

NEXT STEPS

- The Board determines whether the Action Plan and Budget Committee (“ABC”) shall further discuss and refine the Proposed FY2019-20 Budget and Action Plan.
- The ABC will consider any changes to the Proposed FY2019-20 Budget and Action Plan on June 18, 2019 if the Board directs such a review.
- The Board will consider adoption of the Proposed FY2019-20 Budget and Action Plan, and approval of new positions at the June 26, 2019 Board Meeting.

To summarize, the next steps in the budget process are:

- June 18, 2019 – ABC Meeting #3: Follow-up (if needed) and review Financial Policies
- June 26, 2019 – Board Meeting: Adoption of the FY2019-20 Budget & Action Plan and Adoption/Affirmation of Finance Policies

Attachments:

1. FY2019-20 Budget and Action Plan

Responsible Department Manager:

Carmen Narayanan, Budget & Analysis Manager

Contact person:

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Prepared by:

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Lupe Hernandez, Management Analyst I



Midpeninsula Regional Open Space District

Budget and Action Plan 2019-20

ADOPTED JUNE XX, 2019



DRAFT: June 12, 2019



Rancho San Antonio Open Space Preserve by Michelle Yau

FRONT COVER PHOTO CREDITS

Top: Sierra Azul Open Space Preserve by Carol Daniels

Lower Left: Cooley Landing Education Center by John Green

Lower Middle: Rancho San Antonio Open Space Preserve by Donna Eck

Lower Right: Bear Creek Redwoods Open Space Preserve by Alisha Laborico

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General Manager's Transmittal

Dear Board of Directors and Midpen Constituents,

I am pleased to present Midpeninsula Regional Open Space District's fiscal year 2019-20 Budget and Action Plan, which reflects a balanced delivery of our mission for the long term.

In its 2012 strategic plan, the Board formalized its desire to elevate natural resource stewardship and public access to the same level as land conservation. With robust participation in an 18-month, science-based vision planning process, the community created a 40-year plan for open space with 54 priority action portfolios, strongly focused on expanding the greenbelt and increasing public access and environmental restoration throughout Midpen preserves. In 2014, voters funded the top 25 priority portfolios by passing Measure AA.

This year, we're celebrating the first five years of progress on these priorities. We've protected an additional 1,515 acres of open space and completed dozens of habitat restoration and public access projects. These projects include opening Mount Umunhum, Lower La Honda Creek and the western area of Bear Creek Redwoods to the public, and extending the Mindego Hill Trail at Russian Ridge. Midpen also reintroduced conservation grazing on 315 acres, supporting sustainable agriculture.

This year's Vision Plan projects include: completing a critical 0.6-mile gap to establish 80 continuous miles of the San Francisco Bay Trail, preserving important coastal, agricultural and watershed lands, preparing design plans for new loop trails in Lower La Honda Creek, initiating site cleanup and rehabilitation of the Bear Creek Redwoods cultural landscape, and completing construction plans to repair the Alpine Road Trail at Coal Creek and the historic White Barn at Deer Hollow Farm in Rancho San Antonio.

Areas of special interest this fiscal year include enhancing wildfire resiliency, supporting sustainable agriculture and broadening our community outreach. We will continue work on reducing the agency's greenhouse gas emissions by 2020, and enhancing climate change resiliency by implementing new forest management strategies, protecting wildlife corridors, reducing wildland fire fuels, and expanding open space to sustain important refugia at different elevations.

Midpen continues to build organizational capacity to efficiently and effectively deliver on these public commitments. Internally over the past few years, we have restructured, developed a new project delivery process, implemented a project tracking system, and expanded our engineering and construction expertise. We are updating our business systems and databases, bringing new staff facilities online, and expanding our capacity for interpretive programming, natural resource stewardship, field data collection, grants and contract management.

The fiscal year 2019-20 Budget and Action Plan includes capital expenditures supporting the delivery of our mission that account for 27 percent of the budget, and the remaining includes salaries and benefits (34 percent), services and supplies (15 percent) and annual debt service obligations (24 percent). Annual revenues are projected at \$64.4 million, with bond reimbursements (\$8.9 million) and other funding sources (\$2.2 million) balancing a budget of \$74.8 million.

Property tax revenue growth from a robust economy and increasing assessed values continue to strengthen the agency's financial base. As Midpen opens new areas, engages new partners, and grows our interpretive and educational programs, public awareness, participation and appreciation of our mission is magnified. We're poised to take on this new wave of work and to expand our diverse coalitions to further leverage our resources and accomplish even more into the future.

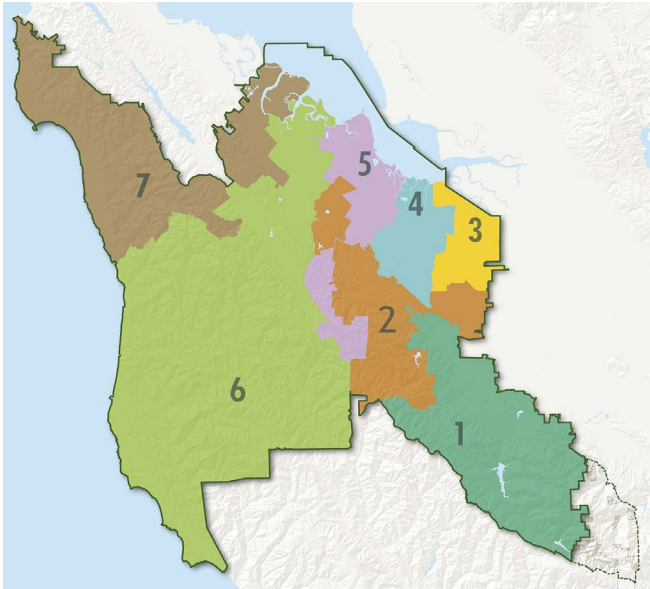


Respectfully submitted,

A handwritten signature in black ink that reads "Ana M. Ruiz". The signature is fluid and cursive.

Ana Maria Ruiz
General Manager

Board of Directors | Management



District Wards



Left to right: Zoe Kersteen-Tucker, Curt Riffle, Yoriko Kishimoto, Jed Cyr, Karen Holman, Larry Hassett, Pete Siemens.

Pete Siemens— Board President	Ward 1: Cupertino, Los Gatos, Monte Sereno, Saratoga
Yoriko Kishimoto— Board Treasurer	Ward 2: Cupertino, Los Altos, Los Altos Hills, Palo Alto, Stanford, Sunnyvale
Jed Cyr	Ward 3: Sunnyvale
Curt Riffle	Ward 4: Los Altos, Mountain View
Karen Holman— Board Vice President	Ward 5: East Palo Alto, Menlo Park, Palo Alto, Stanford
Larry Hassett	Ward 6: Atherton, La Honda, Loma Mar, Menlo Park, Pescadero, Portolla Valley, Redwood City, San Gregorio, Woodside
Zoe Kersteen-Tucker— Board Secretary	Ward 7: El Granada, Half Moon Bay, Montara, Moss Beach, Princeton, Redwood City, San Carlos, Woodside

Executive Management

Ana María Ruiz—General Manager
 Hilary Stevenson—General Counsel
 Mike Foster—Controller

Susanna Chan—Assistant General Manager/Project Planning and Delivery
 Brian Malone—Assistant General Manager/Visitor and Field Services
 Stefan Jaskulak—Chief Financial Officer/Director of Administrative Services

Mission Statement

The mission of the Midpeninsula Regional Open Space District is to acquire and preserve a regional greenbelt of open space land in perpetuity, protect and restore the natural environment, and provide opportunities for ecologically sensitive public enjoyment and education.

Budget Document Preparation

Carmen Narayanan–Budget and Analysis Manager

Elissa Martinez–Management Analyst

Lupe Hernandez–Management Analyst

Management Team

Matthew Anderson–Visitor Services

Candice Basnight–Human Resources

Casey Hiatt–Information Systems and Technology

Michael Jurich–Land and Facilities Services

Kirk Lenington–Natural Resources

Jason Lin–Engineering and Construction

Jane Mark–Planning

Carmen Narayanan–Budget and Analysis

Korrine Skinner–Public Affairs

Maria Soria–General Manager’s Office

Hilary Stevenson–General Counsel’s Office

Andrew Taylor–Finance

Mike Williams–Real Property

Jennifer Woodworth–District Clerk



Bear Creek Redwoods Open Space Preserve by Nathan Cai



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Midpeninsula Regional Open Space District
California**

For the Fiscal Year Beginning

July 1, 2018

Christopher P. Morill

Executive Director

*California Society of
Municipal Finance Officers*

Certificate of Award

Excellence Award

Fiscal Year 2018-2019 Operating Budget

Presented to the

Midpeninsula Regional Open Space District

For meeting the criteria established to achieve the CSMFO Excellence Award in Budgeting

January 4, 2019



Margaret Moggia

Margaret Moggia
CSMFO President

Sara J. Roush

Sara Roush, Chair
Recognition Committee

Dedicated Excellence in Municipal Financial Reporting

FY2019-20 Strategic Plan Goals and Objectives

The Strategic Plan was adopted by the Board of Directors in September 2011 and is updated annually based on the results of an environmental scan. The FY2019-20 Strategic Plan provides high-level direction for the annual Action Plan and Budget.

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 5 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

Midpeninsula Regional Open Space District



Preserve

Protect

Restore

Educate

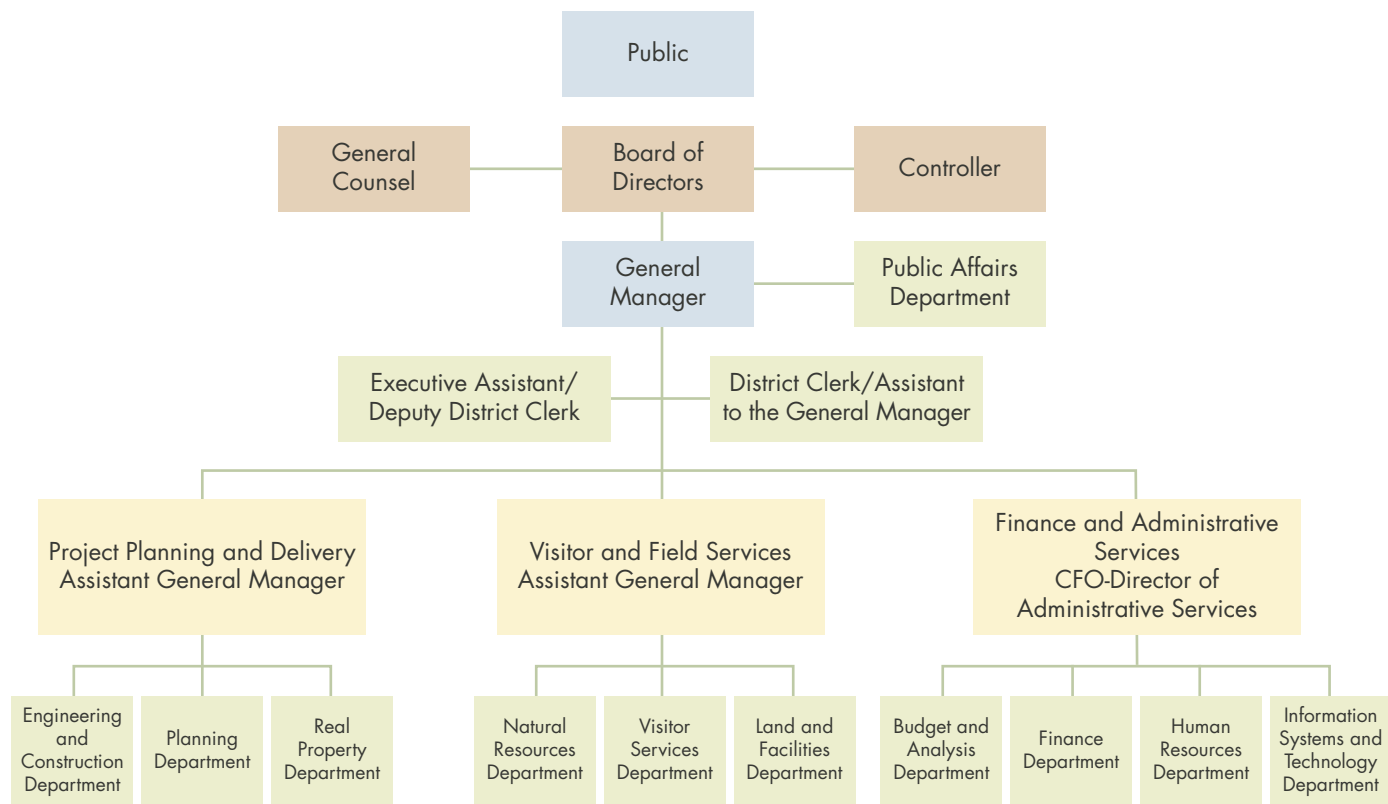
Enjoy




- | | | | | |
|----------------------------|---------------------|----------------------------|--|------------------|
| 1 Bear Creek Redwoods | 7 La Honda Creek | 13 Pulgas Ridge | 19 Sierra Azul | 25 Tunitas Creek |
| 2 Coal Creek | 8 Long Ridge | 14 Purisima Creek Redwoods | 20 Skyline Ridge | 26 Windy Hill |
| 3 El Corte de Madera Creek | 9 Los Trancos | 15 Rancho San Antonio | 21 St. Joseph's Hill | |
| 4 El Sereno | 10 Miramontes Ridge | 16 Ravenswood | 22 Stevens Creek Shoreline Nature Area | |
| 5 Foothills | 11 Monte Bello | 17 Russian Ridge | 23 Teague Hill | |
| 6 Fremont Older | 12 Picchetti Ranch | 18 Saratoga Gap | 24 Thornewood | |

Resolution No. 19-XX

Organizational Chart



Midpen At-a-Glance

 Founded in 1972	 63,927 Acres (as of June 2019)	 243 Miles of Trails	 26 Preserves
 182.95 Full-Time Employees	 Over 2 Million Visitors Per Year	 \$74.8 Million Budget	 760,000 Residents

About Us

HISTORY

The late 1960s was a time of rapid growth in the Bay Area. As tract housing and commercial development began to dominate the “Valley of Heart’s Delight,” concern for the preservation of the Midpeninsula’s irreplaceable foothill and bayland natural resources mounted among open space advocates. Through the determined and heart-felt efforts of local conservationists, the Midpeninsula Regional Open Space District (Midpen) was created when the Measure R Room to Breathe Initiative passed in 1972.

Midpen was founded in 1972 as an independent special district to preserve the regional greenbelt in northwestern Santa Clara County. The voters expanded the District boundary in 1976 to include southern San Mateo County and again in 1992, to add a small portion of Santa Cruz County. In 2004, through the Coastside Protection Program, the District was extended to the Pacific Ocean in San Mateo County.

GOVERNANCE

Midpen is governed by a seven-member elected board of directors. Each board member is elected to serve a four-year term and represents a geographic ward of approximately equal populations. The Board holds its regular public meetings on the second and fourth Wednesdays of each month at 7 p.m., at the Midpen administrative office: 330 Distel Circle, Los Altos, CA.

STAFFING

The staff currently includes over 180 employees in 11 departments: Budget and Analysis, Engineering and Construction, Finance, Human Resources, Information Systems and Technology, Land and Facilities Services, Natural Resources, Planning, Public Affairs, Real Property, and Visitor Services.

SERVICES

Midpen’s purpose is to create a regional greenbelt of unspoiled public open space lands in order to permanently protect the area’s natural resources and to provide for public use and enjoyment. Midpen has preserved over 63,000 acres of public land and manages 26 open space preserves. The District boundary extends from San Carlos to Los Gatos and to the Pacific Ocean from south of Pacifica to the Santa Cruz County line. The boundary includes approximately 200 square miles of Santa Clara County, 350 square miles of San Mateo County and 2.6 square miles of Santa Cruz County.

Midpen open space preserves are generally kept in a natural condition in order to best protect the environment and wildlife habitat, and are developed with only the amenities needed to provide low-intensity recreation. Ranging from 55 to over 19,000 acres, 24 preserves are open to the public free of charge, 365 days a year. Our estimated annual 2 million visitors will find over 243 miles of trails, ranging from easy to challenging terrain. In addition to open spaces and hiking trails, special amenities include a backpacking camp, nature center, historic farm and a winery.

Midpen’s open space preserves offer a great variety of environments, wildlife habitats and plant life. Preserves include redwood, oak, and fir forests, chaparral-covered hillsides, riparian corridors, grasslands, and wetlands along the San Francisco Bay. These lands provide critical habitat for mountain lion, bobcat, coyote, deer, golden eagle, red-legged frog, California newt, Coho salmon and different varieties of wildflower.

For more information about Midpen, visit our website at www.openspace.org.

Demographics and Economic Statistics

The following is economic and demographic information on Santa Clara and San Mateo Counties, representing the majority of Midpen’s constituency. Because Midpen does not receive property tax revenue from the small amount of Santa Cruz County land that it holds, information on Santa Cruz County is not included.

Demographics and Economic Statistics Last Ten Fiscal Years

County of Santa Clara

Fiscal Year	Population ¹	Personal Income ² (in millions)	Per Capita Personal Income ²	Median Age ³	School Enrollment ⁴	County Unemployment Rate ⁵
2009	1,857,621	\$99,550	55,781	36.2	259,800	8.7%
2010	1,880,876	109,495	61,289	35.8	265,643	10.5%
2011	1,797,375	120,376	66,366	36.0	266,256	9.6%
2012	1,816,486	133,912	72,704	36.2	270,109	8.2%
2013	1,842,254	136,118	72,754	36.4	273,701	6.8%
2014	1,868,558	149,717	78,955	36.6	276,175	5.2%
2015	1,889,638	165,323	86,141	36.8	276,689	4.3%
2016	1,927,888	178,029	92,168	36.8	274,948	3.9%
2017	1,938,180	190,002	98,032	*	273,264	3.4%
2018	1,956,958	*	*	*	272,132	2.9%

County of San Mateo

Calendar Year	Population ¹	Personal Income ² (in millions)	Per Capita Personal Income ²	Median Age ³	School Enrollment ⁴	County Unemployment Rate ⁵
2009	713,617	50,175	70,311	38.9	89,971	8.9%
2010	719,951	53,084	73,739	39.3	91,371	8.5%
2011	729,425	58,228	79,872	39.4	92,097	7.9%
2012	740,738	65,167	87,986	39.6	93,674	6.8%
2013	750,489	65,656	87,501	39.3	93,931	5.6%
2014	758,581	71,111	93,672	39.4	94,567	4.3%
2015	759,155	78,607	102,516	39.8	95,187	3.5%
2016	765,895	82,046	106,615	39.5	95,502	3.2%
2017	770,203	87,486	113,410	*	95,620	2.9%
2018	774,155	*	*	*	95,155	2.5%

*Information not available

Data Sources

¹State of California Department of Finance

²U.S. Department of Commerce Bureau of Economic Analysis

³U.S. Census Bureau, American Community Survey

⁴State of California Department of Education

⁵State of California Employment Development Department, Labor Market Division

Notes: Starting fiscal year (FY) 2015-16, Midpen changed from a fiscal year end date of March 31st to June 30th. As a result, FY2015-16 is a fifteen (15) month period rather than a twelve (12) month period.

Principal Employers Most Current Year and Nine Years Ago

County of Santa Clara

Employer	2018			2009		
	Number of Employees ¹	Rank	Percentage of Total Employment	Number of Employees ²	Rank	Percentage of Total Employment
Apple Computer, Inc.	25,000	1	2.44%	10,000	3	1.23%
Alphabet/Google Inc.	20,000	2	1.95	*		*
County of Santa Clara	18,806	3	1.84	*		*
Stanford University	16,919	4	1.65	*		*
Cisco Systems Inc.	14,120	5	1.38	13,000	1	1.60%
Kaiser Permanente	12,500	6	1.22	5,000	10	0.61%
Stanford Healthcare	10,034	7	0.98	5,500	8	0.68%
Tesla Motors Inc.	10,000	8	0.98	*		
Intel Corporation	8,450	9	0.83	5,000	9	0.61%
City of San Jose	6,159	10	0.60	*		
Lockheed Martin Space Systems Co.	*		*	10,400	2	1.28%
Intuit, Inc.	*		*	8,000	4	0.98%
IBM Corporation	*		*	7,500	5	0.94%
Hewlett-Packard Co.	*		*	7,000	6	0.86%
KLA-Tencor Corporation	*		*	6,200	7	0.76%
Total	141,988		13.87%	77,750		9.55%

County of San Mateo³

Employer	2017 ⁴			2009		
	Number of Employees ¹	Rank	Percentage of Total Employment	Number of Employees ²	Rank	Percentage of Total Employment
United Airlines	12,000	1	2.474%	*		*
Genentech Inc.	11,000	2	2.51	8,800	1	2.60%
Facebook Inc.	7,091	3	1.62	*		*
Oracle Corp.	6,781	4	1.55	5,642	2	1.66%
County of San Mateo	5,485	5	1.25	5,179	3	1.53%
Gilead Sciences Inc.	3,900	6	0.89	1,480	10	0.44%
Visa U.S.A. Inc.	3,500	7	0.80	*		*
Electronic Arts Inc.	2,367	8	0.54	2,000	6	0.59%
Robert Half International Inc.	1,790	9	0.41	*		*
YouTube LLC	1,700	10	0.39	*		*
Kaiser Permanente	*		*	3,790	4	1.12%
Mills-Peninsula Health Services	*		*	2,500	5	0.74%
United States Postal Service	*		*	1,964	7	0.58%
San Mateo Community College District	*		*	1,800	8	0.53%
SLAC National Accelerator Laboratory	*		*	1,650	9	0.49%
Total	55,614		12.70%	34,805		10.28%

*Information not available

Data Sources

¹Silicon Valley Business Journal, July 27, 2018

²County of Santa Clara Finance Department. FY2008-09 CAFR

³San Francisco Business Times – 2018 Book of Lists and California Employment Development Department

⁴Latest information available for principal employers in the County of San Mateo



Section II

Budget Summary and Overview



Russian Ridge Open Space Preserve by Samantha Tan

Budget Summary and Overview

The Midpeninsula Regional Open Space District's Proposed Fiscal Year (FY) 2019-20 Budget reflects Midpen's priorities established by the Board of Directors in December 2018 as part of its annual Strategic Plan update. Based upon these priorities, staff prepared the FY2019-20 Proposed Three-Year Capital Improvement and Action Plan (included in Section III) for Board approval. Subsequently, staff developed a detailed budget by department and fund which are included in Budget Summary and Overview (Section II) and Department Summaries (Section IV).

FY2019-20 FINANCIAL OVERVIEW

Midpen's budget is comprised of the operating and capital budgets, land acquisition, and debt service, which are funded by five distinct funds:

Fund 10: General Fund Operating. This includes personnel costs, routine operational and maintenance expenses, debt service, and non-capital projects.

Fund 20: Hawthorns Endowment. This fund may only be used for expenses required to maintain the value of the property gifted to Midpen by the Woods family.

Fund 30: Measure AA Capital. Only capital projects and land acquisitions included in the top 25 priority Project Portfolios in the Vision Plan are eligible for Measure AA funding.

Fund 40: General Fund Capital. This includes vehicles and equipment, facilities, and non-Measure AA capital projects and land acquisitions.

Fund 50: Debt Service Fund. This includes payments on all Midpen-issued debt, both public and private.

Compared to most city and county government agencies, Midpen's operating budget accounts for a much lower percentage of the total budget (49%), reflecting the organization's focus on project delivery. Capital projects and land acquisition account for 27% of the budget and debt service totals almost 24%.

The following table breaks out the revenue and expenses by fund. Each fund has either a balanced budget for FY2019-20 or a positive change in fund balance.

FY2019-20 Budget by Fund

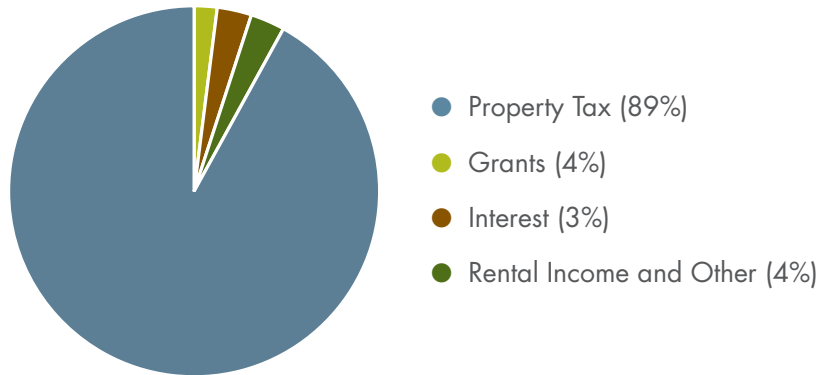
FY2019-20 Change in Fund Balance	Fund 10 General Fund	Fund 20 Hawthorns	Fund 30 Measure AA Capital	Fund 40 General Fund Capital	Fund 50 Debt Service	Total
Revenue						
Property Tax Revenues	\$52,055,000				\$5,435,350	\$57,490,350
Grants (Awarded)	296,300		2,108,421			2,404,721
Interest Income	1,078,000	39,000			874,000	1,991,000
Rental Income	1,331,773					1,331,773
Rental Income (5050 El Camino Real)	729,105					729,105
Rancho San Antonio Agreement	379,157					379,157
Miscellaneous	100,000					100,000
Total Revenues	55,969,335	39,000	2,108,421	0	6,309,350	64,426,106
Other Funding Sources						
Bond Reimbursements			7,039,226	1,846,720		8,885,946
Hawthorns Funds		101,200				101,200
Bond/Debt Service Premium					1,632,923	1,632,923
Restricted Fund Transfer			300,000			300,000
Assigned Fund Balance Transfers			0	924,450		924,450
Committed for Infrastructure Transfer	(729,105)					(729,105)
General Fund Transfers	(18,172,800)			7,775,425	10,397,375	
Total Other Funding Sources	(18,901,905)	101,200	7,339,226	10,546,595	12,030,298	11,115,414
Grand Total: Revenues & Other Funding Sources	37,067,430	140,200	9,447,647	10,546,595	18,339,648	75,541,520
Expenses						
Operating	37,475,545	92,200				37,567,745
Labor Reimbursement	(471,697)					(471,697)
Capital		48,000	9,447,647	10,546,595		20,042,242
Debt Service (General Fund Debt)					10,397,375	10,397,375
Debt Service (Measure AA Debt)					7,272,188	7,272,188
Total Expenses	\$37,003,848	\$140,200	9,447,647	\$10,546,595	\$17,669,563	\$74,807,853
Change in Fund Balance	\$63,582	\$0	\$0	\$0	\$670,085	\$733,667

Revenues

Midpen's FY2019-20 revenue estimate totals \$64.4 million with the vast majority, 89% or \$57.5 million, coming from property tax receipts. This represents an increase of 6% from the prior year and reflects the continued robust real estate market in the San Francisco Bay Area.

Other sources of revenue include grants; rental income from leased properties, which includes residences and land for agriculture or grazing; income from the County of Santa Clara for the operation and maintenance of Rancho San Antonio County Park; and interest income. The chart below provides a breakdown of projected FY2019-20 revenue by source.

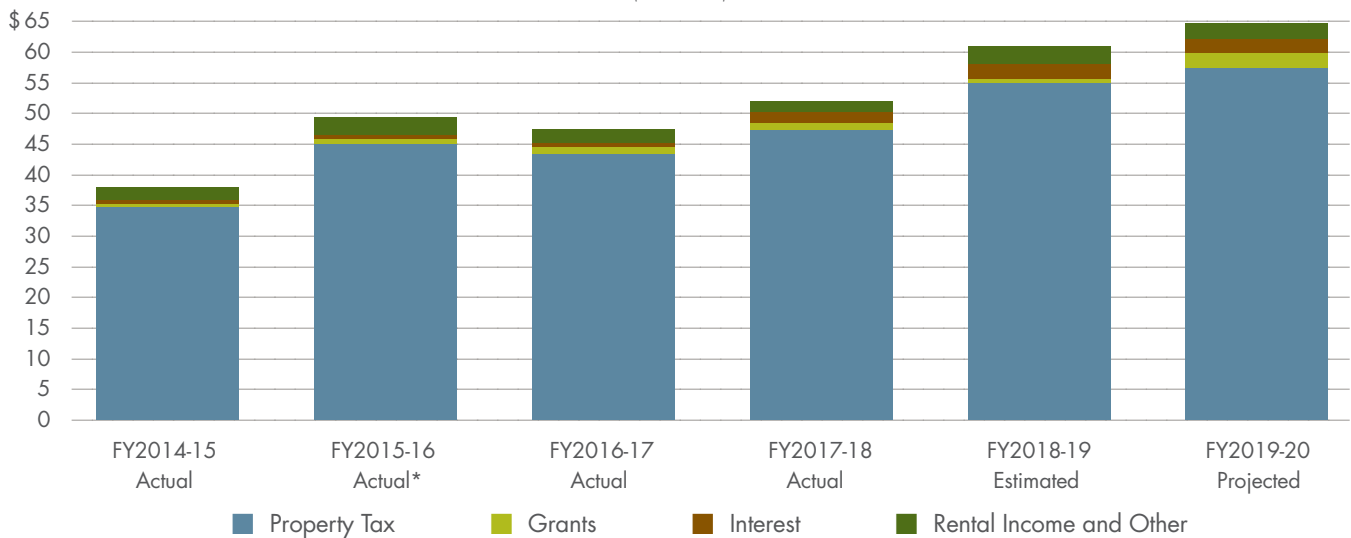
FY2019-20 Revenue by Source



	Property Tax	Grants	Interest	Rental Income and Other	Total
Amount	\$57,490,350	\$2,404,721	\$1,991,000	\$2,540,035	\$64,426,106
Percent	89%	4%	3%	4%	100%

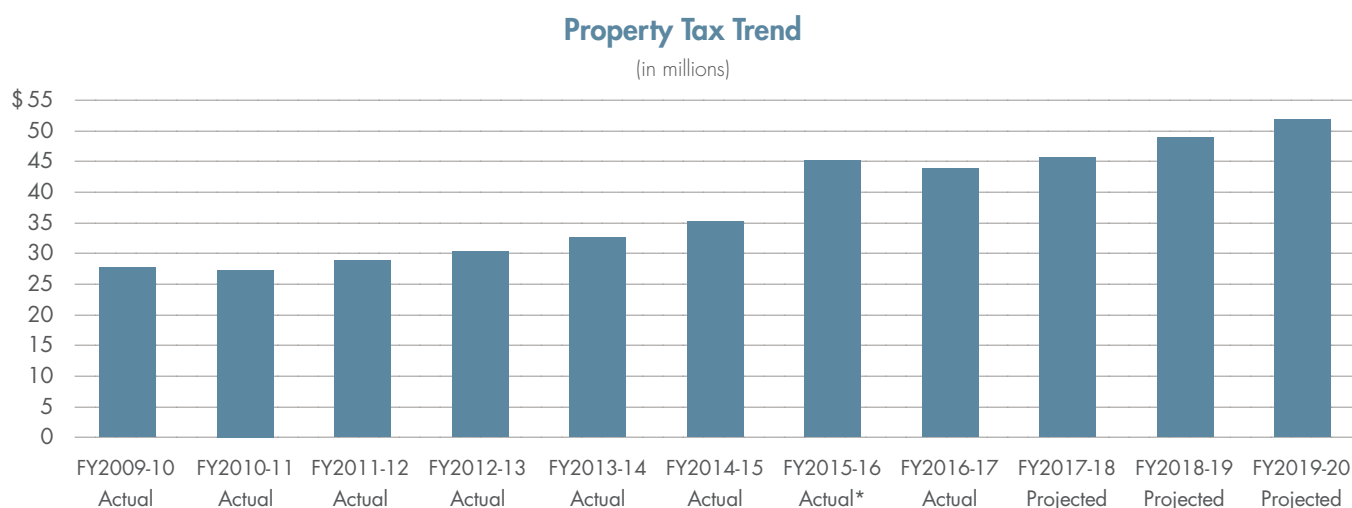
Total Revenue Trend

(in millions)



*FY2015-16 reflects 15 months of revenue due to changing the fiscal year start from April 1 to July 1.

Property taxes continue to grow as both residential and commercial property markets experience strong demand. To a large degree, this is the result of the ongoing strength and expansion of the Silicon Valley region's economy and the need to expand commercial facilities to accommodate the increased workforce. The following graph depicts the historical and projected trend for general fund property tax revenues (excluding Measure AA ad valorem levy for debt service).



*FY2015-16 reflects 15 months of revenue due to changing the fiscal year start from April 1 to July 1.

Silicon Valley and the Peninsula continue to see high real estate prices where demand for housing exceeds supply. Correspondingly, property tax revenues are projected to have a healthy growth rate of 3.5% annually for the next three years. The primary factors used in the projection of revenues are historical growth in assessed valuation and new construction information, which are provided by the County Assessors' offices in San Mateo and Santa Clara counties.

2016-2020 General Fund Tax Revenue

	Actual FY2016	Actual FY2017	Actual FY2018	Budget FY2019	Estimated FY2019	Budget FY2020	% Increase*
Santa Clara County							
Current Secured	\$23,304,000	\$25,277,000	\$27,254,000	\$29,155,000	\$29,271,000	\$31,173,000	6.5%
Current Unsecured	1,787,000	1,747,000	1,860,000	2,086,600	1,934,000	1,983,000	2.5%
Total Santa Clara County	25,091,000	27,024,000	29,114,000	31,241,600	31,205,000	33,156,000	6.3%
San Mateo County							
Current Secured	11,126,000	12,039,000	13,008,000	13,938,600	14,049,000	15,102,000	7.5%
Current Unsecured	523,000	515,000	544,000	551,800	647,000	667,000	3.1%
Prior Taxes	(7,000)	(14,000)	0	0	0	0	0.0%
Total San Mateo County	11,642,000	12,540,000	13,552,000	14,490,400	14,696,000	15,769,000	7.3%
Supplement + HOPT	1,429,000	1,578,000	1,598,000	1,364,000	1,566,000	1,472,000	-6.0%
Redevelopment	1,302,000	1,148,000	1,477,000	1,217,000	1,625,000	1,658,000	2.0%
Total Tax Revenue	\$39,464,000	\$42,290,000	\$45,741,000	\$48,313,000	\$49,092,000	\$52,055,000	6.0%

*Percentage increase compares Budget FY2020 to Forecast FY2019.

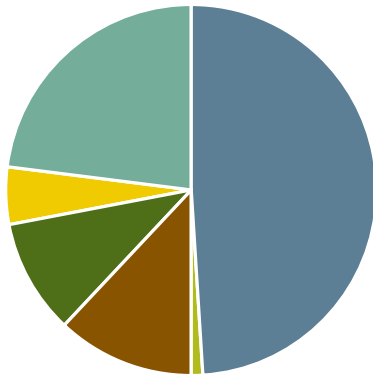
Expenditures

Midpen's FY2019-20 budget totals \$71 million (\$74.8 million inclusive of the one-time land acquisition), reflecting increased capital expenditures as the organization continues implementation of Measure AA funded projects, and the addition of a net of 3.5 positions to deliver projects and continue the organizational build-out outlined in the Financial and Operational Sustainability Model (FOSM). The net total budget increase is 11%, exclusive of the one-time land acquisition.

The following table and chart provide a summary of the FY2019-20 budget by fund.

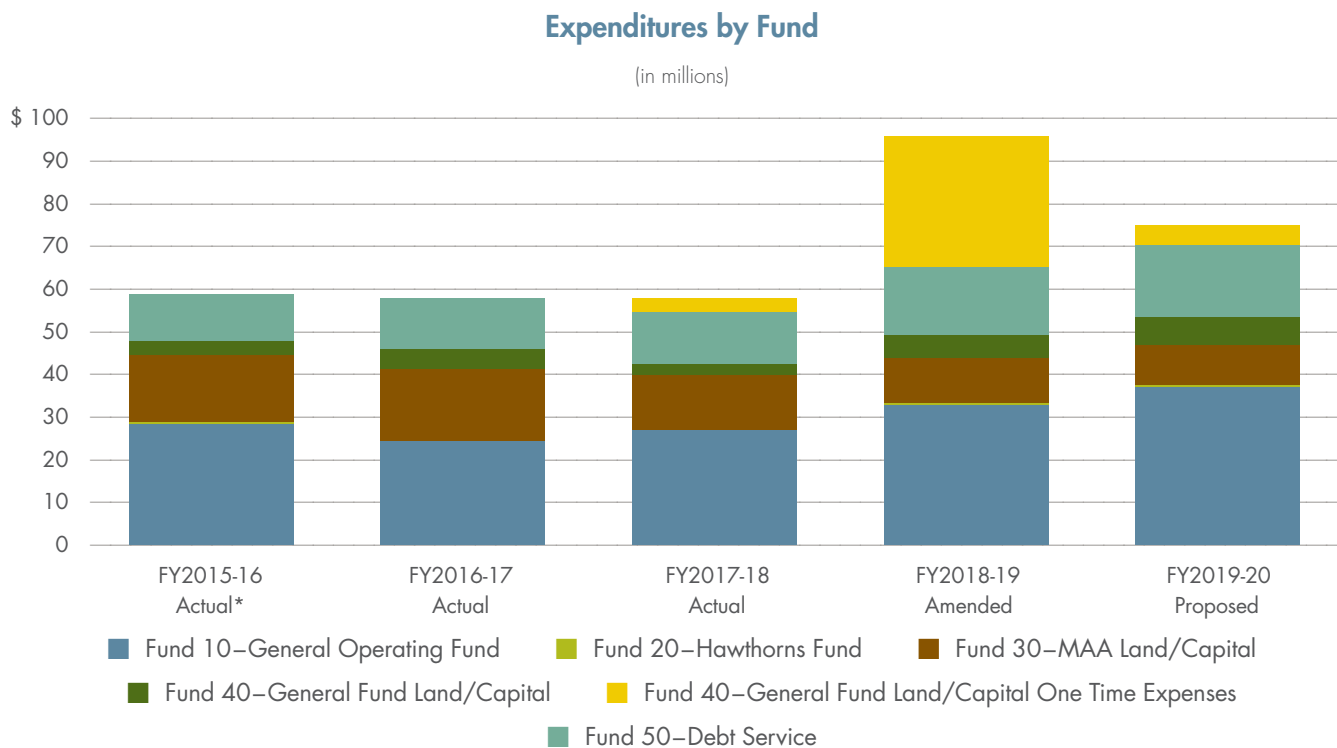
Midpen Budget By Funding Source	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Annual Budget	\$ Change From FY2018-19 Amended Budget	% Change From FY2018-19 Amended Budget
Fund 10–General Fund Operating	\$27,418,768	\$33,485,935	\$37,003,848	\$3,517,913	11%
Fund 20–Hawthorns Fund	40,412	53,500	140,200	86,700	162%
Fund 30–MAA Land/Capital	12,038,108	10,480,082	9,447,647	(1,032,435)	-10%
Fund 40–General Fund Land/Capital	2,479,760	4,454,184	6,746,595	2,292,411	53%
Fund 50–Debt Service	12,605,796	15,670,990	17,669,563	1,998,573	13%
Subtotal Midpen Budget	54,582,844	64,144,691	71,007,853	6,863,162	11%
Fund 40–General Fund Land/Capital One Time Expenses	3,072,054	31,550,100	3,800,000	(27,750,100)	-88%
Total Midpen Budget	\$57,654,898	\$95,694,791	\$74,807,853	(\$20,886,938)	-22%

FY2019-20 Budget by Source



- Fund 10–General Fund Operating (49%)
- Fund 20–Hawthorns Fund (1%)
- Fund 30–Measure AA Land/Capital (12%)
- Fund 40–General Fund Land/Capital (9%)
- Fund 40–General Fund Land/Capital One Time Expenses (5%)
- Fund 50–Debt Service (24%)

The following chart depicts actual and projected expenditures over a five-year period by fund.



*FY2015-16 reflects 15 months of expenditures due to changing the fiscal year start from April 1 to July 1.

FUND 10 – GENERAL FUND OPERATING

The General Operating Fund increase of 11 percent, or \$3.52 million, includes Salaries and Benefits as well as Services and Supplies. Net Salaries and Benefits represent \$2.25 million of the Fund 10 increase; this is due to budgeting for all currently-approved positions, the annualized cost of new positions added in FY2019-20, combined with cost-of-living adjustments, annual step increases, and changes in the costs of benefits.

Services and Supplies also rose, representing \$1.27 million of the Fund 10 increase. This reflects an increase to overall operating projects expenditures, such as an increase in restoration mitigation costs associated with capital improvement projects like the opening of the Mount Umunhum summit and western area of Bear Creek Redwoods. In addition, the proposed CIAP and Budget includes a substantial increase in total funds and key Action Plan projects to expand Midpen’s efforts in preventing, preparing for, and responding to potential wildland fires.

FUND 20 – HAWTHORNS FUND

The Hawthorns Fund includes funding for fuel reduction, fire clearance work and structures work to prevent future deterioration of historic resources.

FUND 30 – MEASURE AA LAND/CAPITAL

The Measure AA Capital Fund reduction of 10 percent, or \$1.03 million, in projected annual expenses does not represent a reduction in effort on Measure AA projects; it reflects a shift in project phases. Fewer MAA projects are currently in the construction phase. For example, there are over 30 Measure AA projects on the CIAP next year in various stages of planning and construction, while other large projects such as Cooley Landing Interpretive Facilities Design and Implementation and Twin Creeks Land Conservation have largely been expensed.

The Measure AA Capital Fund reduction includes both lower reimbursable labor (-\$400,000) and project expenditures (-\$900,000). If projects such as the Saratoga to the Sea Trail and Ravenswood Bay Trail progress faster than anticipated, MAA funds are available in FY2019-20 to increase the project budget with prior Board approval. The decrease in reimbursable labor is primarily due to the lack of shovel ready trail projects for Midpen’s special projects crews. Midpen will utilize this available special project crews capacity in FY2019-20 to supplement and expand upon the fuel reduction work of the maintenance crews.

Measure AA projects in FY2019-20 include the conservation of important coastal agricultural and watershed lands, the Highway 17 Wildlife and Trail Crossing project, the Bear Creek Redwoods Alma College Site Rehabilitation Plan, the Saratoga-to-the-Sea Regional Trail and the Ravenswood Bay Trail. Additional projects include the Bear Creek Redwoods Landfill Characterization and Remediation and grazing infrastructure improvements. Work will also continue on the Lower La Honda Creek Phase II Trails, Hawthorns Public Access Site Plan, and repairs to the Alpine Road Regional Trail.

FUND 40 – GENERAL FUND LAND/CAPITAL

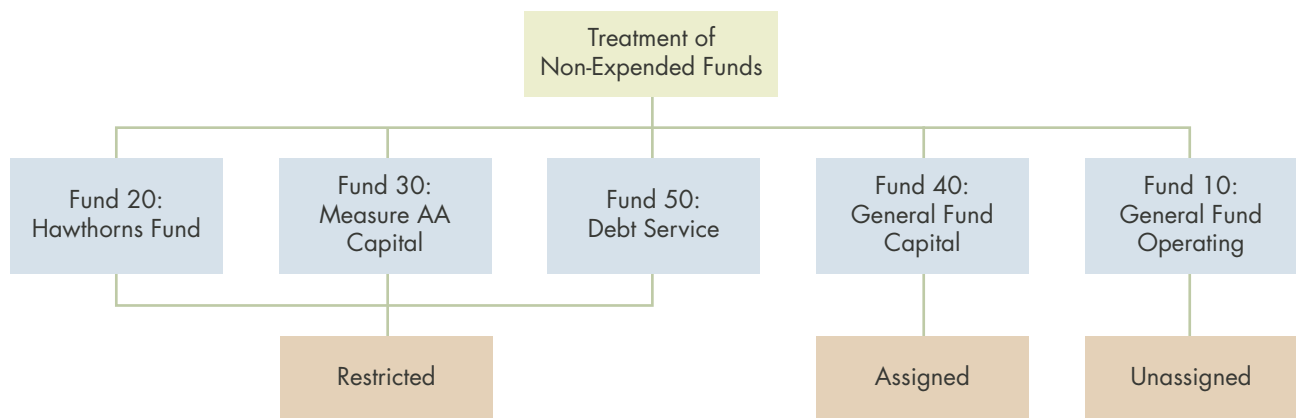
The increase of 53 percent in General Fund Capital (\$2.3 million) is largely driven by projects in support of Measure AA and the Vision Plan. Other projects included in next year’s plan are to improve Midpen’s infrastructure, offices, vehicles and equipment; complete repairs and maintenance on Midpen-owned residences and driveways; improve grazing infrastructure; and demolish unoccupied structures.

Of note, the most expensive project included in General Fund Capital for next year is a coastal acquisition that will preserve important grazing and watershed lands in Vision Plan Portfolio 32: Tunitas Creek: Additional Watershed Preservation and Conservation Grazing. This acquisition is not eligible for Measure AA funding (project lies outside the top 25 Vision Plan Priority Action areas). This project is excluded from the increases to General Fund Capital noted above since it is a one-time land acquisition project.

FUND 50 – DEBT SERVICE FUND

The Debt Service Fund for FY2019-20 increased by approximately \$2 million from FY2018-19, or 13%. Annual debt service principal payments are now due on the recently issued 2018 General Obligation Bonds (Series GO Green Bonds).

Treatment of Non-Expended Funds Flowchart



For FY2019-20, operating expenses are expected to increase at a moderate rate; the inclusion of 3.5 additional net positions supports continued project implementation and delivery of Midpen’s mission to the public.

Consistent with Midpen’s practice over the last three fiscal years, land acquisitions will be budgeted if the transaction has great certainty; otherwise the budget is amended at the time of purchase.

The first table on the next page illustrates the breakdown of the FY2019-20 budget by fund and breaks out the General Fund between salaries and services and supplies. The second table on the next page breaks out the budget by department. Additional budget information can be found on the individual department pages in Section IV.

FY2019-20 Budget by Fund and Expenditure Type

Midpen Budget by Expenditure Category	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Annual Budget	\$ Change From FY2018-19 Amended Budget	% Change From FY2018-19 Amended Budget
Salaries and Benefits	\$20,714,676	\$23,968,255	\$25,821,535	\$1,853,280	8%
Less: MAA Reimbursable Staff Costs	(730,701)	(866,385)	(471,697)	394,688	-46%
Net Salaries and Benefits	19,983,975	23,101,870	25,349,838	2,247,968	10%
Services and Supplies	7,434,793	10,384,065	11,654,010	1,269,945	12%
Total Operating Expenditures	27,418,768	33,485,935	37,003,848	3,517,913	11%
Hawthorns Operating	24,277	53,500	92,200	38,700	72%
Hawthorns Capital	16,135	0	48,000	48,000	-
Total Hawthorns Expenditures	40,412	53,500	140,200	86,700	162%
General Fund Capital (Fund 40)	1,926,326	3,967,184	5,911,095	1,943,911	49%
Measure AA Capital (Fund 30)	8,459,359	10,417,082	9,434,147	(982,935)	-9%
Total Capital Expenditures	10,385,685	14,384,266	15,345,242	960,976	7%
General Fund Land and Associated Costs (Fund 40)	3,625,488	32,037,100	4,635,500	(27,401,600)	-86%
Measure AA Land and Associated Costs (Fund 30)	3,578,749	63,000	13,500	(49,500)	-79%
Total Land and Associated Costs	7,204,237	32,100,100	4,649,000	(27,451,100)	-86%
Debt Service	12,605,796	15,670,990	17,669,563	1,998,573	13%
Total Debt Service (Fund 50)	12,605,796	15,670,990	17,669,563	1,998,573	13%
Total Midpen Budget	\$57,654,898	\$95,694,791	\$74,807,853	(\$20,886,938)	-22%

FY2019-20 Budget by Department

Midpen Budget by Department	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Annual Budget	\$ Change From FY2018-19 Amended Budget	% Change From FY2018-19 Amended Budget
Administrative Services	\$5,545,099	\$6,388,642	\$6,803,459	414,817	6%
Engineering and Construction	7,117,752	8,117,669	9,994,698	1,877,029	23%
General Counsel	598,438	616,240	752,420	136,180	22%
General Manager	1,453,468	2,599,741	2,097,810	(501,931)	-19%
Land and Facilities	9,884,854	12,881,083	13,706,416	825,333	6%
Natural Resources	2,867,380	4,601,287	5,986,696	1,385,409	30%
Planning	2,661,652	4,216,014	3,105,268	(1,110,746)	-26%
Public Affairs	1,561,633	1,810,010	2,018,527	208,517	12%
Real Property	4,891,287	1,526,754	1,810,593	283,830	19%
Visitor Services	5,133,102	5,716,261	7,062,403	1,346,142	24%
Debt Service	12,918,180	15,670,990	17,669,563	1,998,573	13%
Total Midpen Budget	54,582,845	64,144,691	71,007,853	6,863,162	11%
One Time Expense: Fund 40 Land/Buildings	3,072,054	31,550,100	3,800,000	(27,750,100)	-88%
Grand Total: Midpen Budget	\$57,654,898	\$95,694,791	\$74,807,853	(\$20,886,938)	-22%

Midpen Staffing

Midpen staffing for FY2019-20 is budgeted for 182.95 Full Time Equivalents (FTEs); representing a recommended increase of 3.5 positions over the FY2018-19 amended staffing level of 179.45 FTEs.

Activity since the inception of the Financial and Operational Sustainability Model (FOSM) in 2014 is summarized in the table below. Consistent with the FOSM, the recommended 3.5 net positions are within the agency-wide anticipated total growth numbers. It is important to note that the FOSM projections did not account for the notable rise in visitation levels that Midpen is experiencing with the opening of new preserve areas.

ADMINISTRATIVE SERVICES

Senior Accounting Technician (1 FTE)

This technician's time will be split evenly to support the Grants and Procurement programs. The addition of this position will help increase the amount of grants Midpen has the capacity to apply for as well as assist with the grants reporting, compliance and administration of the grants making program. This position also increases the amount of procurement support provided to staff to enter into consulting and contractor contracts for operating and capital projects, both on-call and standard, and to track draw-downs and status of contracts.

LAND AND FACILITIES

Lead Open Space Technician (1 FTE)

This position will focus on resource management projects and monitor the quality of work completed by outside contractors and partners. As a lead position, the new technician will also allow Midpen to expand our resource management partnerships with outside organizations, including such groups as the San Jose Conservation Corps and AmeriCorps, to complete additional resource management, habitat restoration, and fuel management work. The new technician will also add capacity to complete the mounting mitigation and restoration work resulting from new Measure AA public access projects.

NATURAL RESOURCES

Management Analyst I (1 FTE, net zero)

This position converts the limited term Climate Resiliency Fellow position to a regular position to continue coordination, tracking, and implementation of the Board-approved Climate Action Plan. The analyst will also provide Natural Resources department staff with support in project administration, including interfacing and streamlining contracting, budgeting and accounting practices, and gathering performance metrics, including tracking reductions in operational carbon emissions to reach the Board-approved greenhouse gas reduction goals.

VISITOR SERVICES

Visitor Services Intern (0.5 FTE)

In FY2019-20, the Intern will continue the visitation count survey project that began in 2016. The primary goal will be to estimate annual visitation rates for Midpen preserves and also focus on visitor use for planning purposes and Bear Creek Redwoods Open Space Preserve use. There was no Visitor Services Intern budgeted in FY2018-19.

Interpretive Specialist (1 FTE)

The Board has expressed interest in the expansion of the interpretive and educational programs. The Docent Volunteer Programs Structure Study provided a blueprint to increase the impact and outreach of Midpen docent and volunteer programs. A critical recommendation of the study was an additional position to support the interpretive programs. This position will facilitate improved training, coaching, supporting, and monitoring of the Outdoor Activity Docent and Nature Center Host programs. The addition of professional program staff builds capacity for new program collaborations, partnerships, and program expansion. This position will lead coordination efforts for the outdoor activity interpretive program, including training and coordinating with Docents.

FY2018-19 STAFF CHANGES

In March 2019, the Board approved one new position, Executive Assistant/Legal Secretary (1 FTE). Due to an increase in work complexity and load, this position will serve to maintain staffing levels and quality service in the Legal Department.

An additional temporary position was approved under the General Manager's authority. Due to staff vacancies within Public Affairs, a Public Affairs Specialist II (1 FTE) was approved as a limited-term position; it is partially offset by savings from two vacant positions within the department (an Assistant and an Intern).

FOSM Projections and Staffing Growth

Business Line	Positions approved through FY2018-19	FOSM Projected Growth by 2020	FOSM Projected Growth* between 2020 to 2045	Recommended New Positions	Remaining FOSM Projected Positions Through 2045 (if new positions are approved)
Planning and Project Delivery	10	10 to 13	TBD / 7	0	TBD / 7
Visitor and Field Services	27	20 to 25	35 to 43	2.5	32.5 to 40.5
Finance and Administrative Services	9	9 to 11	8 to 10	1	7 to 9
General Manager's Office	3	2	0	0	0
Total	49	41 to 51	43 to 60	3.5	39.5 to 56.5

*Positions through 2045 are cumulative.

Midpen staffing for FY2019-20 is detailed by department in the table below.

Midpen Positions by Department

Department	FY2015-16 Adopted FTE	FY2016-17 Adopted FTE	FY2017-18 Adopted FTE	FY2018-19 Amended FTE	FY2019-20 Proposed FTE	Change from FY2018-19 Modified
Administration	18.75	24.75	24.75	26.75	27.75	1.00
Engineering and Construction	2.00	5.00	7.00	7.00	7.00	0.00
General Counsel	2.50	2.50	2.50	3.50	3.50	0.00
General Manager	6.00	8.00	8.00	8.00	8.00	0.00
Land and Facilities	0.00	51.30	55.30	56.30	57.30	1.00
Natural Resources	10.00	11.00	12.00	12.00	12.00	0.00
Operations*	68.30	0.00	0.00	0.00	0.00	0.00
Planning	11.00	10.00	11.00	11.00	11.00	0.00
Public Affairs	12.00	8.00	8.00	8.00	8.00	0.00
Real Property	4.00	5.00	5.00	5.00	5.00	0.00
Visitor Services	0.00	39.90	39.90	41.90	43.40	1.50
Total FTE	134.55	165.45	173.45	179.45	182.95	3.50

*The Land and Facilities and Visitor Services departments were formed after the Operations Department was split in FY2015-16.

FUTURE GROWTH IN MIDPEN STAFFING

The FOSM projected growth in Midpen staffing initially from 2014 through 2020 with a second growth phase from 2020 through 2045. Growth from 2014 through 2020 projects a total of up to 51 new positions. Since December 2014, 49 new positions have been approved by the Board. The FOSM also projects growth in Midpen staffing between 2020 and 2045 of up to 57 additional new positions. The above recommendations, if approved by the Board, raise the total new positions to 52.5. If approved, these new positions would be filled between August 2019 and June 2020.

The General Manager will continue to assess capacity needs and gaps in expertise in the coming years as new positions are filled and core functions are reorganized into new departments and programs, in tandem with changes to Board priorities and the pace of upcoming action plans to determine if and when additional positions are merited.

Considering the magnitude of Midpen's restructuring, it is important to spend some time working with the expanded organization to evaluate how the synergies among new "capacities" may provide unanticipated efficiencies and additional revenue. Based on that evaluation and reforecasting Midpen's 30-year financial model, future additional positions would be submitted for Board consideration as part of future budget approvals. Such additional position requests would need to remain consistent with the FOSM projections and be financially sustainable.

MIDPEN COMPENSATION & BENEFITS

Salaries and benefits make up the largest component of expenditures, estimated at 32% of total FY2019-20 expenditures. This category includes all personnel-related costs. Midpen has one represented group: Midpeninsula Regional Open Space District Field Employees Association (FEA). The remaining unrepresented employees are Office, Supervisory and Management Employees (OSM).

Midpen's Board-adopted Classification and Compensation Plan outlines all position titles, step range number (6-59), and salary ranges, and is available on the organization's website.

Midpen contracts with the California Public Employee's Retirement System (CalPERS) for retirement pension benefits. Midpen's retirement formulas are 2.5% @ age 55 for "Classic" members and 2% @ age 62 for "New" members. Staff may participate in optional deferred compensation plans.

Midpen provides health insurance coverage to all its full-time employees and their dependents. The health insurance program is administered by CalPERS where a variety of medical plans are available for the employee's selection. There is also a cash-in-lieu benefit for those who opt out of a medical plan. Additional health benefits include full dental insurance coverage for employees and their eligible dependents (Delta Dental), including 60% orthodontia coverage, and full vision insurance for employees and their dependents (VSP).

Other insurance provided include Life, AD&D, Long Term Disability, supplemental life, SDI, paid family leave and workers compensation. Additional benefits include a Midpen-paid employee assistance program, vacation starting at 15 days per year, 4.5 days of personal leave per year, administrative leave (if eligible), 11 paid holidays and up to 12 days of sick leave per year. Optional benefits that staff may take advantage of include flexible spending plans, commuter check program, tuition reimbursement programs, and supplemental life insurance. In addition, Midpen is a strong advocate for training and provides numerous opportunities for employees throughout the year.

Midpen pays \$350.00 per month toward CalPERS retiree medical. By state law, Midpen pays all retirees the PEMHCA minimum amount of \$119 per month (a lifetime benefit).

Hawthorns Fund

Hawthorns, a 78-acre historic estate named for the flowering hawthorn bushes that once lined its boundary, is one of the last remaining islands of open space in residential Portola Valley. On November 10, 2011, Midpen received a gift of the Hawthorns property and an endowment of \$2,018,445 to manage the property in perpetuity.

The FY2019-20 Annual Budget for the Hawthorns endowment totals \$140,200, which is 162% higher than the FY2018-19 Amended Budget. The \$48,000 capital budget includes funding to pursue a partnership for long-term care, rehabilitation, and maintenance of the historic complex, as well as other stabilization efforts to mitigate deterioration and maintain defensible space as required by the Woodside Fire Protection District.

The endowment fund balance at the end of FY2019-20 is projected to be \$1,348,282 as shown below.

Hawthorns – Projected Cash Balance

Hawthorns: Endowment Fund	Interest Income	Expenditures	Total Cash Balance
Hawthorns Fund Original Endowment			\$2,018,445
Actual: FY2011-12 through FY2015-16	\$53,466	(\$540,243)	1,531,668
FY2016-17 Actual	10,349	(6,146)	1,535,871
FY2017-18 Actual	5,147	(40,412)	1,500,606
FY2018-19 Estimated Actual	2,376	(53,500)	1,449,482
FY2019-20 Projected	39,000	(140,200)	1,348,282
Projected Ending Balance			\$1,348,282



Hawthorns—Windy Hill Open Space Preserve by Midpen Staff

Measure AA Projects

FUNDED BY

MEASURE AA

2014 OPEN SPACE BOND

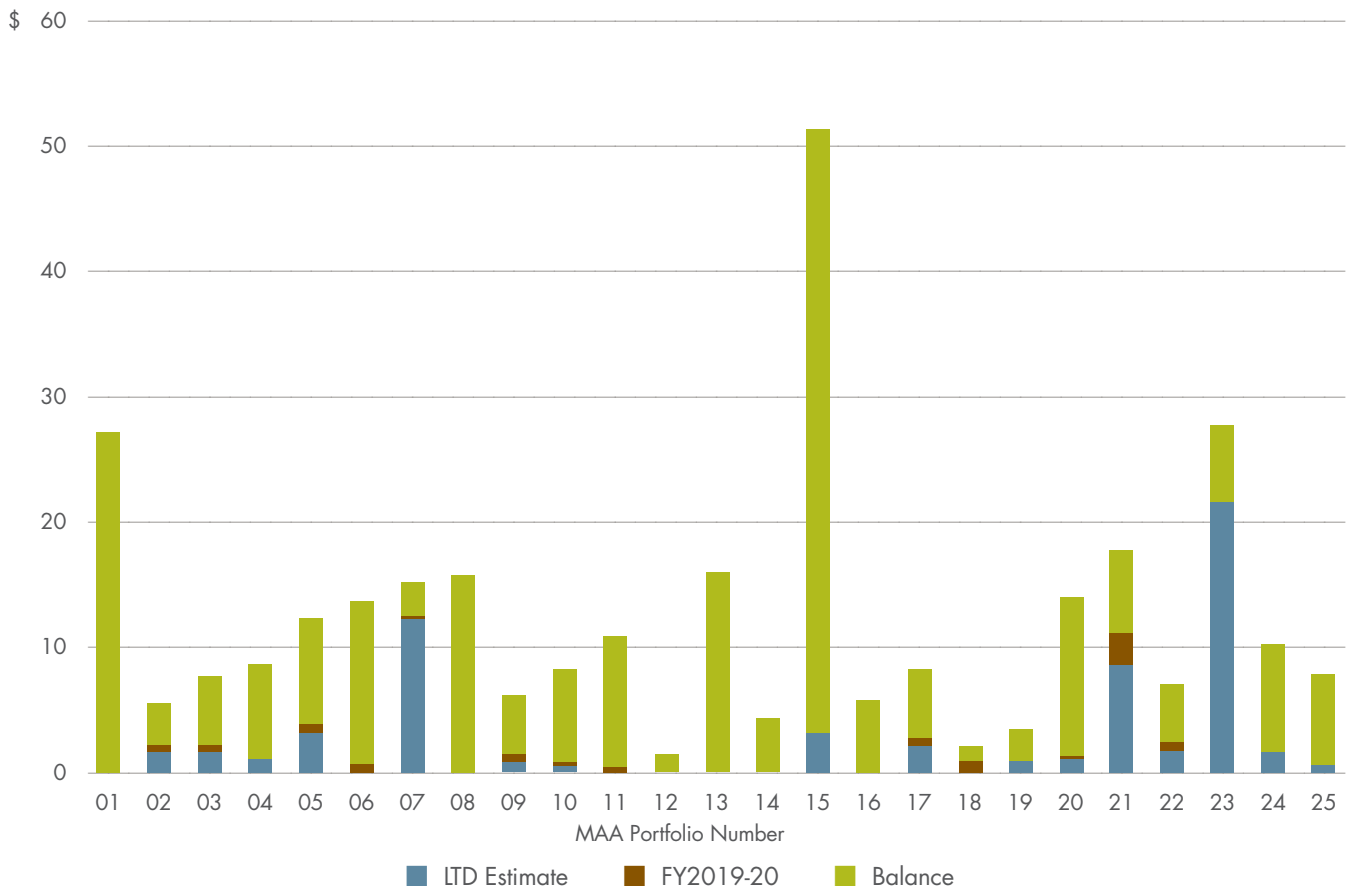
In June 2014, voters approved Measure AA, a \$300 million general obligation bond to protect natural open space lands; open preserves or areas of preserves to the public; construct public access improvements such as new trails and staging areas; and restore and enhance open space land, forests, streams, watersheds, and coastal ranch areas. Projects are grouped in 25 key project portfolios organized by geographic area within the District's boundaries.

Midpen began using Measure AA funds in 2014 and FY2019-20 will mark the sixth year of funding. As of June 30, 2019, an estimated \$57.7 million in Measure AA funds will be expended and the proposed FY2019-20 budget brings the total to \$64.8 million, or 21.59% of the \$300 million bond. The table below summarizes the estimated expenditures by project portfolio.

The expenditures relative to each portfolio allocation, including life-to-date (LTD) estimate at June 30, 2019, the amounts budgeted for FY2019-20, and the amount remaining for each allocation net grants awarded, are illustrated in the Measure AA Projects Budget Overview graph below and the table on the following page.

Measure AA Expenditures

(in millions)



Measure AA Projects Budget Overview

Tier 1 Vision Plan Priority Actions

MAA#	Measure AA Portfolio	Expenditure Plan (adopted 2014)	Total Life-To-Date Estimate through 6/30/19	FY2019-20 Proposed	Balance Remaining	% Expended
01	Miramontes Ridge: Gateway to the Coast Public Access, Stream Restoration and Agriculture Enhancement	\$27,774,000	\$52,915	\$0	\$27,721,085	0.19%
02	Regional: Bayfront Habitat Protection and Public Access Partnership	5,052,000	1,245,264	586,849	3,219,887	36.27%
03	Purisima Creek Redwoods: Purisima-to-Sea Trail, Watershed Protection and Conservation Grazing	7,608,000	1,322,151	480,812	5,805,037	23.70%
04	El Corte de Madera Creek: Bike Trail and Water Quality Projects	8,376,000	910,680	61,236	7,404,084	11.60%
05	La Honda Creek: Upper Area Recreation, Habitat Restoration and Conservation Grazing Projects	11,733,000	2,509,963	618,197	8,604,840	26.66%
06	Windy Hill: Trail Implementation, Preservation and Hawthorns Area Historic Partnership	12,740,000	56,206	124,060	12,559,734	1.41%
07	La Honda Creek: Driscoll Ranch Public Access, Endangered Wildlife Protection and Conservation Grazing	14,825,000	12,004,121	173,555	2,647,324	82.14%
08	La Honda Creek/Russian Ridge: Preservation of Upper San Gregorio Watershed and Ridge Trail	15,347,000	0	0	15,347,000	0.00%
09	Russian Ridge: Public Recreation, Grazing and Wildlife Protection Projects	5,560,000	532,884	663,434	4,363,682	21.52%
10	Coal Creek: Reopen Alpine Road for Trail Use	8,017,000	205,257	236,033	7,575,710	5.50%
11	Rancho San Antonio: Interpretive Improvements, Refurbishing, and Transit Solutions	10,811,000	81,066	143,890	10,586,044	2.08%
12	Peninsula/South Bay Cities: Partner to Complete Middle Stevens Creek Trail	1,038,000	0	0	1,038,000	0.00%
13	Cloverdale Ranch: Wildlife Protection, Grazing and Trail Connections	15,712,000	0	0	15,712,000	0.00%
14	Regional: Trail Connections and Campgrounds	3,966,000	0	0	3,966,000	0.00%
15	Regional: Redwoods Protection and Salmon Fishery Conservation	50,728,000	3,018,550	0	47,709,450	5.95%
16	Long Ridge: Trail, Conservation and Habitat Restoration Projects (Saratoga)	5,140,000	0	0	5,140,000	0.00%
17	Regional: Complete Upper Stevens Creek Trail	7,760,000	1,390,559	460,888	5,908,553	23.86%
18	South Bay Foothills: Saratoga-to-Sea Trail and Wildlife Corridor	1,365,000	0	550,000	815,000	40.29%
19	El Sereno: Dog Trails and Connections	2,254,000	427,265	0	1,826,735	18.96%
20	South Bay Foothills: Wildlife Passage and Ridge Trail Improvements	13,966,000	417,385	124,649	13,423,966	3.88%
21	Bear Creek Redwoods: Public Recreation and Interpretive Projects	17,478,000	8,623,044	2,368,908	6,486,048	62.89%
22	Sierra Azul: Cathedral Oaks Public Access and Conservation Projects	6,714,000	1,278,336	401,715	5,033,949	25.02%
23	Sierra Azul: Mount Umunhum Public Access and Interpretive Projects	27,972,000	21,629,796	45,000	6,297,204	77.49%
24	Sierra Azul: Rancho de Guadalupe Family Recreation	10,078,000	1,606,896	0	8,471,104	15.94%
25	Sierra Azul: Loma Prieta Area Public Access, Regional Trails and Habitat Projects	7,986,000	410,150	0	7,575,850	5.14%
	TOTAL MAA Bond	\$300,000,000	\$57,722,488	\$7,039,226	\$235,238,286	21.59%

Measure AA (MAA) Portfolio numbers do not coincide with Regional Map locations 1-26.

Vision Plan

Through a comprehensive community engagement process and a thorough resource assessment, Midpen developed 54 Priority Action Portfolios focused on the three legs of the mission: land protection, habitat restoration and low-intensity recreation. These were prioritized by the public and approved by Midpen's Board of Directors in January 2014 as a slate of 25 high-priority project portfolios (now identified as Measure AA portfolios) and 29 additional portfolios to be completed as time and resources allow.

Vision Plan Goals

1. **Outdoor Recreation and Healthy Living:** Provide accessible open space lands for recreation and outdoor exercise in nature.
2. **Cultural and Scenic Landscape Preservation:** Conserve the area's scenery and rich history; provide places for escape and quiet enjoyment.
3. **Healthy Nature:** Take care of the land, air, water and soil so that plants and animals thrive and people can receive nature's benefits.
4. **Connecting with Nature and Each Other:** Provide opportunities for people to learn about and appreciate the natural environment and to connect with nature and each other.
5. **Viable Working Lands:** Provide viable working lands that reflect our agricultural heritage and provide food and jobs.

The 54 Priority Actions Portfolios identified in the Vision Plan were separated into two tiers.

Tier 1 represents the top 25 priority actions identified in the Vision Plan (see previous page for a full list of Measure AA portfolios).

Tier 2 includes longer-term priority actions as identified in the Vision Plan.

This map identifies the location of both Tier 1 and Tier 2 priority actions, followed by a list of Tier 2 action locations and names.



TIER 2 VISION PLAN PRIORITY ACTIONS

Portfolio: Location and Name:

26	Pulgas Ridge: Regional and Neighborhood Trail Extensions
27	Miramontes Ridge/Purisima Creek Redwoods: Coastside Environmental Education Partnerships
28	Miramontes Ridge/Purisima Creek Redwoods: Mills Creek /Arroyo Leon Watershed Protection, Stream Restoration, and Regional Trail Connections
29	Regional: Advocate to Protect Coastal Vistas of North San Mateo County Coast
30	Regional: Support California Coastal Trail
31	Miramontes Ridge/Purisima Creek Redwoods: Fire Management and Risk Reduction
32	Tunitas Creek: Additional Watershed Preservation and Conservation Grazing
33	Purisima Creek Redwoods: Parking and Repair Projects
34	Teague Hill: West Union Creek Watershed Restoration Partnership
35	Peninsula and South Bay Cities: Major Roadway Signage
36	Regional: Collaborate to Restore San Francisquito Creek Fish Habitat
37	Peninsula and South Bay Cities: San Francisquito Creek Restoration Partnership
38	Ravenswood: Cooley Landing Nature Center Partnership
39	La Honda Creek/El Corte de Madera Creek: San Gregorio Watershed and Agriculture Preservation Projects
40	Regional: San Andreas Fault Interpretive Trail Program
41	Rancho San Antonio: Hidden Villa Access and Preservation Projects
42	Regional: Advocate to Protect Coastal Vistas of South San Mateo County Coast
43	Lower Pomponio Creek: Watershed Preservation and Conservation Grazing
44	Lower Pescadero Creek: Watershed Preservation and Conservation Grazing
45	Skyline Subregion: Fire Management and Forest Restoration Projects
46	Skyline Ridge: Education Facilities, Trails, and Wildlife Conservation Projects
47	Monte Bello: Campfire Talks and Habitat Projects
48	Gazos Creek Watershed: Redwood Preservation, Long-distance Trails, Fish Habitat Improvements
49	Saratoga Gap: Stevens Canyon Ranch Family Food Education Projects
50	Picchetti Ranch: Family Nature Play Program
51	Fremont Older: Historic Woodhills Restoration and Overall Parking Improvements
52	Peninsula and South Bay Cities: Los Gatos Creek Trail Connections
53	Sierra Azul: Expand Access in the Kennedy-Limekiln Area
54	Sierra Azul: Fire Management

Midpen's Vision Plan Report and appendices can be found online at:
www.openspace.org/our-work/projects/vision-plan

Debt Service

LEGAL DEBT LIMIT

The legal debt limit for the District is based on Section 5568 of the California Public Resources Code, which states that for the purpose of acquiring land or other property, and for constructing or completing any capital improvements, the District may incur an indebtedness not to exceed five percent of the assessed valuation of property situated in the District. As of June 30, 2019, the assessed value of property within the District's jurisdiction totaled \$252.726 billion, resulting in a legal debt limit of \$12.636 billion.

In 2017 and 2018, both Standard & Poor's and Fitch Ratings awarded AAA ratings to the District's new 2017 Green Refunding Bonds, the 2017 Parity Bonds, and the 2018 General Obligation Bonds. The District's Refunding Promissory Notes and Bonds remain at AAA, and the 2011 District's Revenue Bonds are rated AA+ by both ratings agencies.

OUTSTANDING DEBT OBLIGATIONS

As of March 31, 2019, Midpen had the following outstanding debt obligations:

Outstanding Debt Obligations

Type of Debt	Maturity Actual	Interest Rate	Authorized and Issued	Outstanding as of March 31, 2019
2011 Revenue Bonds*	2022	2% to 6%	\$1,080,000	\$750,000
2012 Refunding Promissory Notes**	2034	2% to 5%	9,085,601	8,310,601
2015 Refunding Promissory Notes	2034	3.5% to 5%	23,630,000	21,010,000
2016 Green Refunding Bonds	2039	3% to 5%	57,410,000	50,435,000
2017 Green Refunding Bonds	2038	3.125% to 5%	25,025,000	25,025,000
2017 Parity Bonds	2028	5%	11,220,000	10,420,000
Promissory Note	2023	5%	1,500,000	1,500,000
General Fund			128,950,601	117,450,601
2015 General Obligation Bonds	2021/2045	1.5% to 2.5%	45,000,000	40,381,000
2018 General Obligation Bonds	2049	2% to 5%	50,000,000	50,000,000
Measure AA Fund			95,000,000	90,381,000
Total Debt			\$223,950,601	\$207,831,601

*The 2023 through 2041 maturities of the 2011 Revenue Bonds were refunded through Midpen's 2016 Green Bonds.

**The 2024 through 2029 and 2035 through 2042 maturities of the 2012 Revenue Bonds were refunded through Midpen's 2017 Green Bonds.

GENERAL FUND BOND

2011 Revenue Bonds

On May 19, 2011, the District Financing Authority, on behalf of the District, issued \$20.5 million of Revenue Bonds for the purpose of acquiring land to preserve and use as open space. Each year, the District will appropriate revenues (primarily limited property tax collections that Santa Clara County and San Mateo County allocate to the District) to pay its obligations under a lease agreement for use and occupancy of District land in addition to other District debt and lease obligations unrelated to this financing. The maturities from 2022 through the final maturity in 2041 issue were advance refunded through the District's 2016 Green Bonds.

2012 Revenue Refunding Bonds

On January 19, 2012, the District advance refunded \$34.7 million in 1999 Lease Revenue Bonds by issuing \$34.265 million in promissory notes. The notes are a blend of current interest and capital appreciation notes maturing through 2042. The net proceeds of \$33.396 million were used to purchase U.S. government securities, which were deposited in an irrevocable trust with an escrow agent to provide for all future debt service payments on the 1999 Series bonds. As a result, the 1999 Series bonds are considered to be defeased and the liability for those bonds has been removed from the long-term debt in the financial statements.

2015 Refunding Promissory Notes (2004 Project Lease)

On January 22, 2015, the District refunded \$31.9 million of the District's Financing Authority's 2004 Revenue Bonds by issuing \$23.63 million in promissory notes. The net proceeds of \$30.9 million, together with \$2.3 million of funds related to the 2004 Revenue Bonds, were used to purchase U.S. government securities. Those securities were deposited in an irrevocable trust with an escrow agent to redeem the 2004 Revenue Bonds in full on March 1, 2015.

2016 Green Bonds Refunding

On September 22, 2016, the District refunded \$44.1 million of the District Financing Authority's 2007 Series A Revenue Refunding Bonds and advance refunded \$19.1 million of the District Financing Authority's 2011 Revenue Bonds by issuing \$57.4 million in Green Bonds Refunding. The net proceeds of \$24.0 million were deposited in an irrevocable trust with an escrow agent to redeem the 2011 Revenue Bonds in full on September 1, 2021.

2017 Green Bonds Refunding (Series A)

On December 13, 2017, the District advance refunded \$11.6 million of the District's 2012 Revenue Bonds Current Interest Notes and \$8.9 million of the District's 2012 Revenue Bonds Capital Appreciation Notes by issuing \$25.025 million in Green Bonds Refunding. The net proceeds of \$28.3 million were deposited in an irrevocable trust with an escrow agent to redeem the 2012 Revenue Bonds in full on September 1, 2022.

2017 Parity Bonds (Series B)

On December 13, 2017, the District issued \$11.22 million of Parity Bonds to finance a portion of the cost of acquiring and improving staffing facilities to establish the new South Area Field Office and to refurbish the newly acquired Administrative Office. The net proceeds of \$12.5 million were deposited into the Project Fund.

Promissory Note

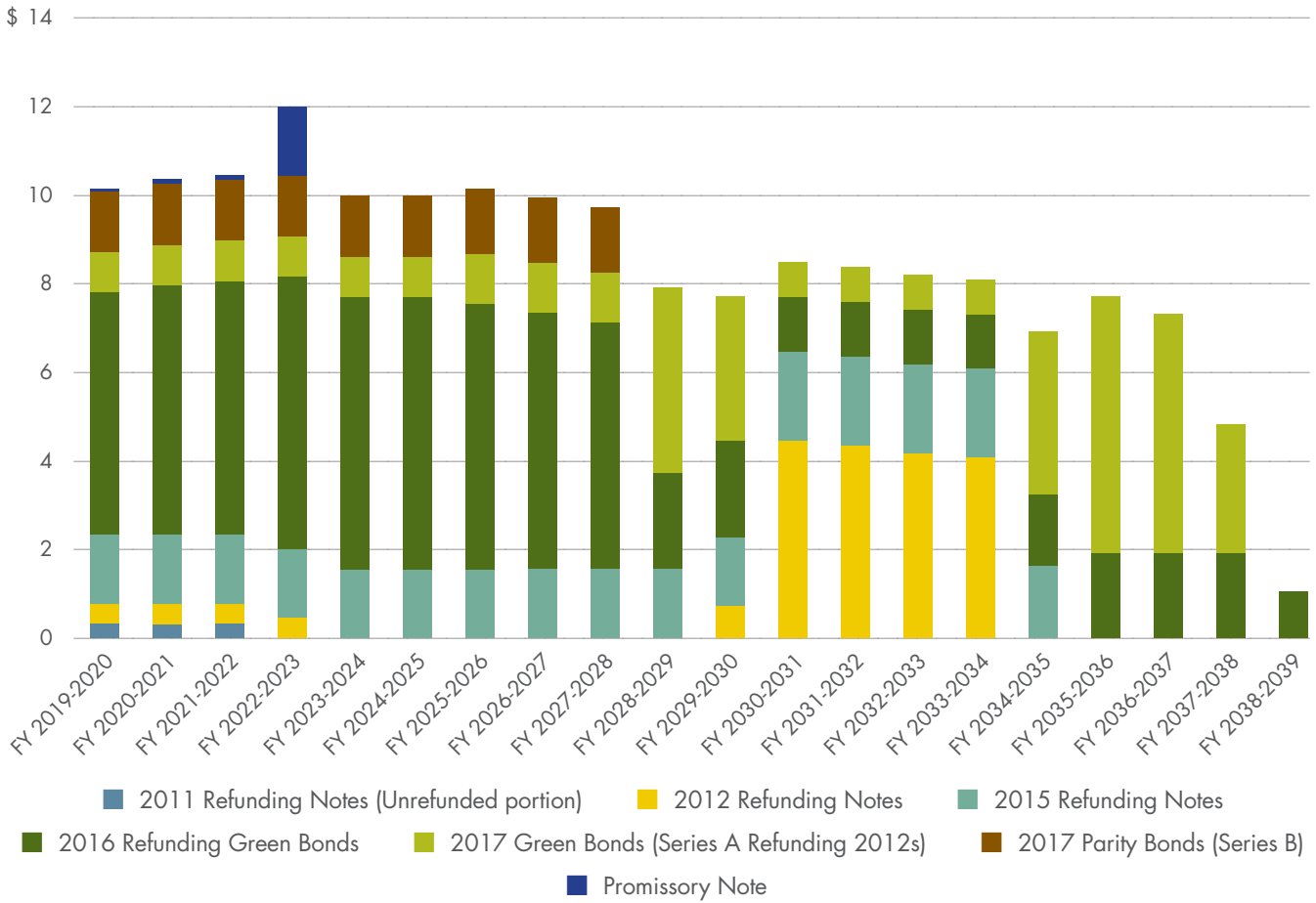
On April 1, 2003, the District entered into a \$1.5 million promissory note with the Hunt Living Trust as part of a lease and management agreement. The note is due in full on April 1, 2023 and bears interest at 5.5% semi-annually through April 1, 2013 and 5.0% per annum until the maturity, or prior redemption, of the note.



Russian Ridge Open Space Preserve by Charles Tu

General Fund Annual Debt Service

(in millions)



Five-Year General Fund Debt Projection

Type of Debt	FY2019-20	FY2020-21	FY2021-22	FY2022-23	FY2023-24
2011 Revenue Bonds	\$240,700	\$266,400	\$290,700	\$0	\$0
2012 Refunding Notes	462,050	460,350	460,250	461,825	0
2016 Green Bonds	5,275,200	5,497,200	5,509,200	5,818,575	5,852,325
2017 Green Bonds (Series A Refunding 2012s)	1,022,200	1,022,200	1,022,200	1,022,200	1,022,200
2017 Parity Bonds (Series B)	1,437,500	1,439,250	1,438,500	1,435,250	1,439,250
2015 Refunding Notes	1,884,725	1,918,675	1,939,375	1,967,125	1,995,750
Promissory Note	75,000	75,000	75,000	1,575,000	0
Total	10,397,375	10,679,075	10,735,225	12,279,975	10,309,525
Total General Fund Principal	5,465,000	5,985,000	6,295,000	8,135,000	6,565,000
Total General Fund Interest	4,932,375	4,694,075	4,440,225	4,144,975	3,744,525
Grand Total	\$10,397,375	\$10,679,075	\$10,735,225	\$12,279,975	\$10,309,525

MAA BOND FUND

MAA Tax Levy

Debt service payments on the MAA Bonds are paid through ad valorem taxes on all taxable property within the District. Midpen receives property tax revenue from Santa Clara and San Mateo Counties (the Counties). The Counties are responsible for assessing, collecting and distributing property taxes in accordance with state law. Each year, the levy is calculated based on the assessed value and the debt service amount that Midpen needs to collect.

The evolution of the tax levy is as follows:

2015-16	\$.0008 per \$100 of assessed valuation
2016-17	\$.0006 per \$100 of assessed valuation
2017-18	\$.0009 per \$100 of assessed valuation
2018-19	\$.0018 per \$100 of assessed valuation
2019-20	\$.0018 per \$100 of assessed valuation (projected)

2015 General Obligation Bonds (Series 2015A and 2015B)

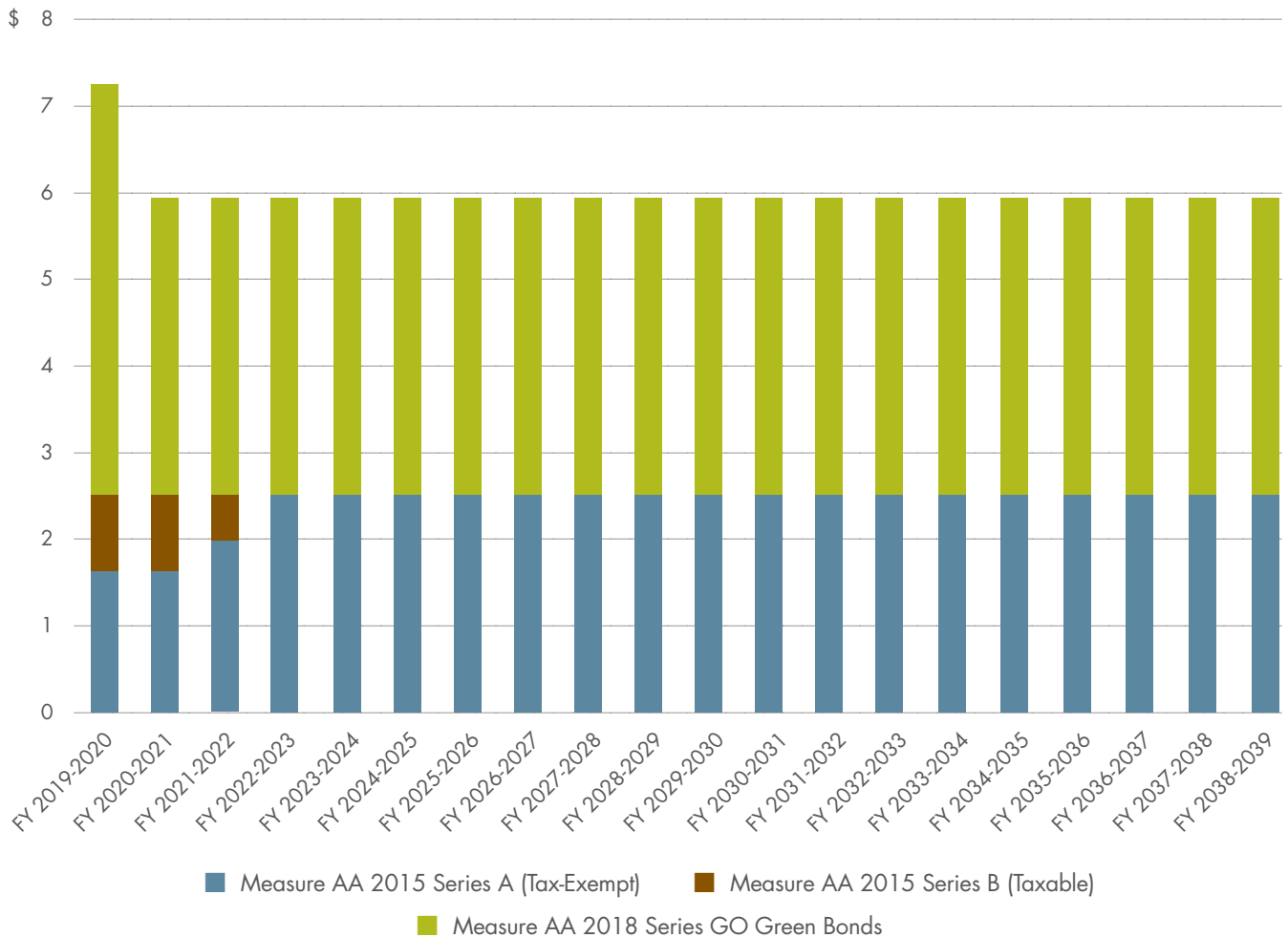
On August 13, 2015, Midpen issued \$40 million of tax-exempt general obligation bonds (Series 2015A) and \$5 million of taxable general obligation bonds (Series 2015B). The bonds are payable from ad valorem taxes pursuant to an election of registered voters of the District held on June 3, 2014, which approved Measure AA to authorize the issuance of up to \$300 million principal amount of general obligation bonds.

2018 General Obligation Bonds (Series GO Green Bonds)

On February 14, 2018, Midpen issued an additional \$50 million of tax-exempt general obligation Green Bonds. The bonds are also payable from ad valorem taxes pursuant to an election of registered voters of the District held on June 3, 2014 which approved Measure AA to authorize the issuance of up to \$300 million principal amount of general obligation bonds.

Measure AA Annual Debt Service

(in millions)



Five-Year Measure AA Debt Projection

	FY2019-20	FY2020-21	FY2021-22	FY2022-23	FY2023-24
Measure AA 2015 Series A (Tax-Exempt)	\$1,636,163	\$1,636,163	\$1,943,288	\$2,575,913	\$2,570,788
Measure AA 2015 Series B (Taxable)	952,925	952,313	637,875	0	0
Measure AA 2018 Series GO Green Bonds	4,683,100	3,373,375	2,728,500	2,727,600	2,730,200
Total	7,272,188	5,961,850	5,309,663	5,303,513	5,300,988
Total Measure AA Principal	3,650,000	2,410,000	1,825,000	1,895,000	1,980,000
Total Measure AA Interest	3,622,188	3,551,850	3,484,663	3,408,513	3,320,988
Grand Total	\$7,272,188	\$5,961,850	\$5,309,663	\$5,303,513	\$5,300,988
Projected Tax Rate	\$1.79	\$1.95	\$2.16	\$2.11	\$2.18

General Fund Balance

The projected increase to the FY2019-20 Total Fund Balance is primarily due to the continued growth in Midpen's property tax revenues and a stabilization in capital spending levels from the previous year.

Projected General Fund Balance

	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Projected	FY2020 Budget
Nonspendable	—	—	\$55,093	\$35,968	\$35,968	\$35,968
Restricted	\$1,702,556	\$1,971,040	1,971,040	1,466,982	1,449,482	1,348,282
Committed	20,400,000	35,400,000	35,400,000	55,300,000	24,049,900	24,349,900
Assigned	—	—	—	—	—	—
Unassigned	21,329,605	16,857,586	23,872,450	16,306,537	22,002,385	22,495,072
Total Fund Balance	\$43,432,161	\$54,228,626	\$61,298,583	\$73,109,487	\$47,537,735	\$48,229,222
Minimum Unassigned Fund Balance*	\$10,597,200	\$11,839,200	\$12,691,200	\$13,722,600	\$14,493,900	\$15,616,500

*Calculated as 30 percent of total annual Fund 10 property tax revenues.

General fund balances include Fund 10 General Fund and Fund 20 Hawthorns Fund, as presented in Midpen's audited financial statements.

CHANGE IN FUND BALANCE

Midpen maintains a balanced budget by ensuring that annual operating revenues are equal to or greater than annual operating expenses, general fund capital expenses and debt service obligations.

The FY2019-20 projected balance in each fund is based on FY2018-19 projected fund balances at fiscal year-end; audited financial statements are not available at the time of budget development.

A balance is maintained in Fund 50 due to an offset in timing between property tax collection and debt service payments.

The following table depicts the change in fund balance.

Projected Change in Fund Balance

	Fund 10 General Fund	Fund 20 Hawthorns	Fund 30 Measure AA Capital	Fund 40 General Fund Capital	Fund 50 Debt Service	Total
FY2017-18 Audited Fund Balance	\$71,642,505	\$1,466,982	\$46,468,809	\$7,043,765	\$5,791,164	\$132,413,225
Change in Fund Balance	(25,554,252)	(17,500)	(9,542,478)	(883,600)	4,661,514	(31,336,316)
FY2018-19 Projected Balance	\$46,088,253	\$1,449,482	\$36,926,331	\$6,160,165	\$10,452,678	\$101,076,909
Change in Fund Balance	792,687	(101,200)	(7,039,226)	(922,270)	670,085	(6,599,924)
FY2019-20 Projected Balance	\$46,880,940	\$1,348,282	\$29,887,105	\$5,237,895	\$11,122,763	\$94,476,985

Delivering on Midpen's Mission

AGRICULTURE

In keeping with Strategic Plan Goal 1, Objective 4: take a regional leadership role in promoting the benefits of open space and sustainable agriculture, Midpen has prioritized 15 projects to support regional agriculture and sustain conservation grazing on District lands such as the Gordon Ridge Property Land Conservation.

DIVERSITY

In support of Goal 2, Objective 2: engaging diverse communities, Midpen has prioritized six projects to connect diverse communities to their public open space preserves including multiple projects at Rancho San Antonio and Cooley Landing.

WILDLAND FIRE RESILIENCY

Climate change has created a new wildfire reality in California: fires are becoming more frequent and catastrophic. In response, Midpen has prioritized four fire prevention projects, including an emphasis on fuels reduction and wildland fire readiness.



Purisima Creek Redwoods Open Space Preserve by Catherine Tinder

Grants Program

Midpen recognizes that it cannot accomplish its mission alone. The ambitious vision set forth by Measure AA requires the organization to think strategically about how to broaden its impact in partnership with the conservation community and leverage existing revenue sources to augment funding gaps.

To address this need, in early 2017, Midpen created a formal Grants Program focused on increasing grant funding for the organization and deepening its relationships with external partners. The objective of the Grants Program is to bring in additional revenue to fulfill Measure AA obligations, work in concert with partner organizations to build the collective impact of the conservation community, and remain responsive to community needs and trends.

Over the long-term, the goal is to build a diverse portfolio of external revenue sources and engage more deeply and collaboratively with partners. As part of its effort to build these relationships, Midpen is expanding its Grantmaking Program, which provides modest conservation grants to partners working on projects that align with Midpen's mission.

To this end, Midpen has increased its investment in this program and has broadened the categories of eligible funding to align with the organization's current priorities. Going forward, Midpen will continue to build the capacity of the Grants Program, work collaboratively with its partners and strategically align grant awards with Midpen's mission. In the short term, the Grants Program will refine these goals, build institutional knowledge about grants among staff and focus on multi-scale successes to demonstrate the value of the program.



Long Ridge Open Space Preserve by Gary Marcos

Climate Action Plan

CLIMATE ACTION PLAN OVERVIEW

The Board adopted the Climate Action Plan in October 2018 to chart a course for reducing greenhouse gas (GHG) emissions from agency operations. The plan identified Midpen’s goals for reducing GHG emissions as the following: 20% below 2016 baseline by 2022, 40% by 2030 and 80% by 2050. Changes have already been implemented that reduced emissions by 14% from 2016 to 2018.

FY2019-20 will be the first full year of the Climate Action Plan implementation. The table below describes the Climate Action Plan items that will be implemented in FY2019-20. The Climate Action Plan can be found on Midpen’s website at www.openspace.org/our-work/projects/climate-change.

FY2019-20 Climate Action Plan Implementation Actions

Climate Action Plan Item	Budget	Department
Commute-4: Create incentives for employees commuting via carpool, public transit, bike or walking	\$46,000	Administrative Services
Commute-5/Vehicles-3: Feasibility assessment for electric vehicle chargers at field offices	\$0 (Staff time only)	Land and Facilities
Commute-6: Create intranet page with commute resources and carpool database	\$0 (Staff time only)	Administrative Services
Commute-7: Update administrative office electric vehicle charging cost	\$0 (Staff time only)	Administrative Services
Commute-9: Create emergency ride home safeguard for employees commuting via alternative means	\$0 (Staff time only)	Administrative Services
Facilities-2: Install solar panel system at Skyline Field Office	\$150,000	Land and Facilities
Facilities-3: Upgrade all lighting at field offices to LED	\$20,000	Land and Facilities
Facilities-6: Implement office waste reduction measures	\$0 (Staff time only)	Land and Facilities
Livestock-2: Partner with San Mateo Resource Conservation District to develop plan to increase carbon sequestration	\$25,000	Natural Resources
Residences-1/Residences-6: Request energy data from tenants and encourage tenants to purchase 100% renewable electricity	\$0 (Staff time only)	Land and Facilities
Vehicles-4: Acquire and test electric equipment, bikes, or ATVs for maintenance	\$20,000	Land and Facilities
Vehicles-5: Replace one retiring administrative vehicle with an electric vehicle	\$38,500	Land and Facilities
Vehicles-9: Acquire and test electric motorcycles, bikes, or ATVs for patrol	\$20,000	Visitor Services
Vehicles-14: Purchase carbon offsets for business flights	\$1,000	Natural Resources

MONITORING PROGRESS

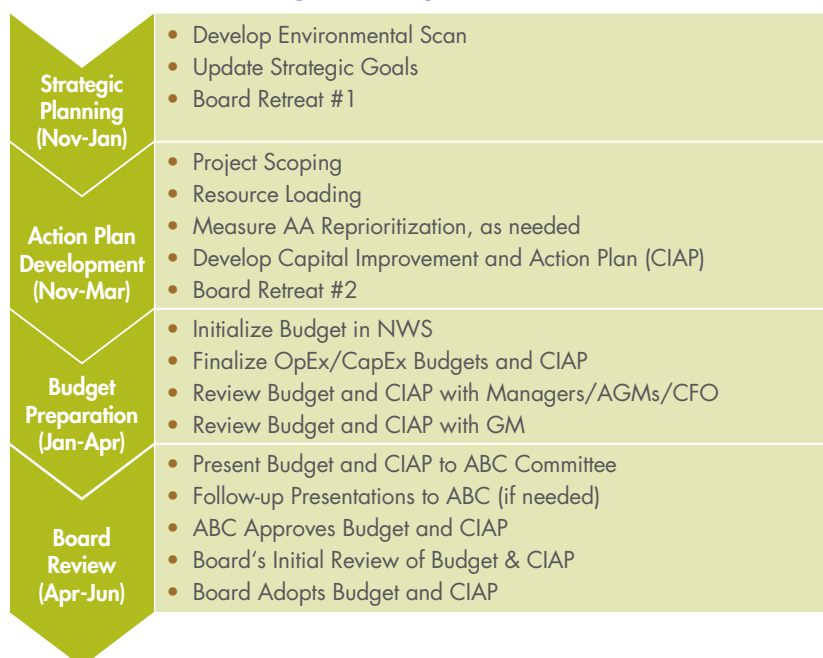
To track progress towards the climate change goals, staff will conduct a Greenhouse Gas Inventory every two years to measure emissions and assess change over time. The 2018 greenhouse gas inventory found that emissions decreased by 14% from 2016 to 2018. This finding shows that reaching Midpen’s climate change goals is possible, and that investing in greening the agency’s operations yield results. This page in the Budget and Action Plan, which will be included annually going forward, is intended to drive progress, highlight work on this important initiative and provide accountability on progress towards Midpen’s climate change goals. Implementation updates will be shared throughout the year through newsletters and social media.

Budget Process

Midpen's annual budget development process begins in December each year. An annual retreat is held where the Board reviews and updates Midpen's Strategic Plan, based on the findings of an environmental scan, and reviews prior-year accomplishments. At this time, staff begins capacity planning for ongoing projects and proposed new projects. In February, the Board meets with executive management and department managers to establish priorities for the upcoming fiscal year and provide staff with strategic direction regarding the Capital Improvement and Action Plan (CIAP).

Departments begin developing Midpen's annual CIAP in February/March in accordance with the Board's priorities, and CIAP budgets are developed in March. The individual department budgets and CIAPs are consolidated in March/April and reviewed by executive management before being presented to the Action Plan and Budget Committee in April/May. The Board conducts its initial review of the proposed Annual Budget and Action Plan in May and formally adopts it in June.

Budget Development Process

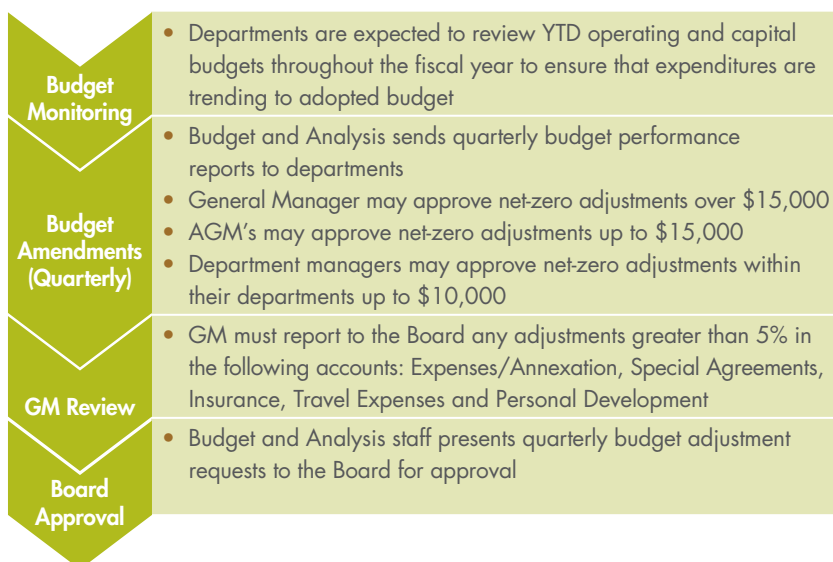


Midpen's Board of Directors adopts an annual operating budget for the organization by major fund on or before June 30 for the ensuing fiscal period. The Board of Directors may amend the budget by resolution during the fiscal period. The legal level of control, the level at which expenditures may not legally exceed the budget, is at the category level.

Midpen uses three methods of amending the budget throughout the year: (1) at the quarterly re-forecast, (2) ad hoc for property purchases or time-sensitive expenditure adjustments, and (3) a net zero adjustment within a fund and expense category.

1. After the end of the first, second, and third quarters, department managers and project managers provide a re-forecast report for all non-personnel related expenditures. Based on the aggregated re-forecast reports, a consolidated budget adjustment is proposed to the Board for adoption via resolution.
2. The Ad Hoc budget adjustments are used for property purchases as well as time-sensitive expenditures that require budget availability prior to the quarterly re-forecast. This method ensures continuation of projects and operations without administrative restrictions. Ad Hoc budget adjustments are adopted by the Board via resolution.
3. Net-zero budget transfers can be implemented administratively, provided these transfers are within the same fund and the same expenditure category. A summary of net zero transfers is included in each quarterly re-forecast report to the Board.

Budget Management Process



Financial Policies

BUDGET POLICY

Midpen follows best practices in budgeting, including: assessing constituent needs, developing long range plans, adhering to budget preparation and adoption procedures, monitoring performance, and adjusting budgets as required. Midpen's budget is divided into four categories: Operating Budget, Capital Budget, Land and Associated Costs, and Debt Service. The budget is prepared and adopted on a cash basis, whereas the annual financial statements are prepared on a modified accrual basis, which takes into account all of the current year revenues and expenses regardless of when cash is received or paid.

The Board adopts the annual budget on the Fund level:

Fund 10 – General Fund Operating

Fund 20 – Hawthorns Fund

Fund 30 – Measure AA Land/Capital

Fund 40 – General Fund Land/Capital

Fund 50 – Debt Service

The budget can be amended during the year, in accordance with the Board Budget and Expenditure Policy, which states that increases to any of the four budget categories must be approved by the Board.

DEBT MANAGEMENT POLICY

The Board of Directors adopted a Debt Management Policy in 2017. The stated purpose of the Debt Management Policy is to establish the overall parameters for issuing, structuring, and administering Midpen's debt in compliance with applicable federal and State securities law. The Debt Management Policy was developed in conjunction with the Policy for Initial and Continuing Disclosure Relating to Bond Issuances, with the latter ensuring that statements or releases of information to the public and investors relating to the finances of Midpen are complete, true and accurate in all material respects.

FUND BALANCE POLICY

During 2014, the Board of Directors adopted the Fund Balance Policy to provide adequate funding to meet Midpen's short-term and long-term plans, provide funds for unforeseen expenditures related to emergencies such as natural disasters, strengthen the financial stability of the organization against present and future uncertainties, such as economic downturns and revenue shortfalls, and maintain an investment-grade bond rating. This policy has been developed, with the counsel of the Midpen auditors, to meet the requirements of GASB 54.

The components of Midpen's fund balance are as follows:

Non-Spendable fund balance includes amounts that cannot be spent either because they are not in spendable form, e.g. prepaid insurance, or because of legal or contractual constraints. At all times, Midpen shall hold fund balance equal to the sum of its non-spendable assets.

Restricted fund balance includes amounts that are constrained for specific purposes which are externally imposed by constitutional provisions, enabling legislation, creditors or contracts.

Committed fund balance includes amounts that are constrained for specific purposes that are internally imposed by the government through formal action of the highest level of decision making authority and do not lapse at period end.

Assigned fund balance includes amounts that are intended to be used for specific purposes that are neither restricted nor committed. Such amounts may be assigned by the General Manager if authorized by the Board of Directors to make such designations. Projects to be funded by assigned funds require the approval of the General Manager.

Unassigned fund balance includes amounts within the general fund which have not been classified within the above categories. The Board shall designate the minimum amount of unassigned fund balance which is to be held in reserve in consideration of unanticipated events that could adversely affect the financial condition of Midpen and jeopardize the continuation of necessary public services.

INVESTMENT POLICY

Midpen's Investment Policy is adopted annually, in accordance with state law. The policy provides guidance and direction for the prudent investment of Midpen funds to safeguard the principal of invested funds and achieve a return on funds while maintaining the liquidity needs of the organization. The ultimate goal is to maximize the efficiency of Midpen's cash management system, and to enhance the organization's economic status, while protecting its pooled cash.

The investment of funds is governed by the California Government Code Section 53601 et seq., and by California Government Code Section 53630 et seq. Funds on deposit in banks must be federally insured or collateralized in accordance with the provisions of California Government Code, Sections 53630 et seq.

Midpen uses restricted/committed amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents/contracts that prohibit doing this, such as a grant agreement requiring dollar-for-dollar spending. Additionally, Midpen would first use committed, then assigned and lastly unassigned amounts of unrestricted fund balance when expenditures are made.



Section III

Capital Improvement and Action Plan



Russian Ridge Open Space Preserve by Bob Mazawa

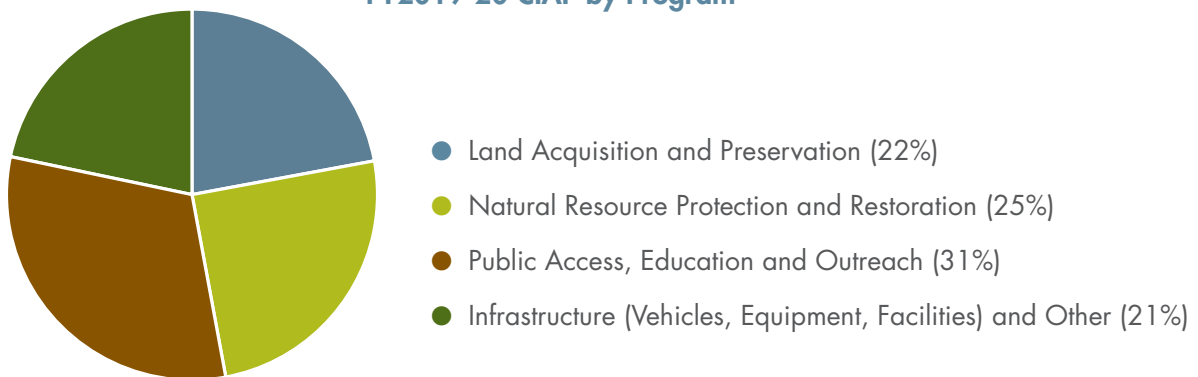
Capital Improvement and Action Plan Overview

This section of the budget, the Capital Improvement and Action Plan (CIAP), provides multi-year budget information and a consolidated view of the major projects and activities at Midpen. Projects with budgets of \$50,000 or more are highlighted in this section. Projects below this threshold are noted at the beginning of each program and are also included in Section IV: Department Summary.

Midpen's CIAP forms the fiscal year work program and includes the projects and key initiatives that the organization will pursue and for which it will dedicate staff and financial resources. The FY2019-20 CIAP contains a total of 89 projects, of which 32 projects, or 36%, are eligible for Measure AA reimbursement which was approved by the voters in 2014.

Midpen staff prepared the FY2019-20 CIAP in accordance with the Board's direction outlined at the February 28, 2019 retreat, resulting in 89 projects spread throughout the following programs:

FY2019-20 CIAP by Program



From a funding perspective, 79% of the CIAP projects are capital projects or land acquisition while the remaining 21% are included in the operating budget.

FY2019-20 CIAP Projects by Program

Program	Fund 10– General Fund Operating	Fund 20– Hawthorns Fund	Fund 30– Measure AA Capital	Fund 40– General Fund Capital	Grand Total	% Total
Land Acquisition and Preservation	–	–	3	17	20	22%
Natural Resource Protection and Restoration	10	–	9	3	22	25%
Public Access, Education, and Outreach	6	–	20	2	28	31%
Infrastructure (Vehicles, Equipment, Facilities) and Other	3	1	–	15	19	21%
Total Projects	19	1	32	37	89	100%

FY2019-20 CIAP Budget

The FY2019-20 Three-Year CIAP lists projected capital and operating projects and associated costs for FY2019-20 through FY2021-22, and provides funding of \$76 million over the next three years.

The CIAP is funded by the General Fund, Measure AA general obligation bonds, the Hawthorns Fund and grants. The CIAP lists the capital and operating projects by program.

Midpen's budget typically excludes new land purchase funding, for which a corresponding budget adjustment to fund the purchase will be included when new land acquisitions are presented to the Board for approval. However, associated land costs, such as surveys, appraisals, legal services, environmental planning and studies are included in the FY2019-20 budget.

Three-Year CIAP Funding Sources

CIAP Summary by Funding Source	FY2019-20	FY2020-21	FY2021-22	3-Year Total
Fund 10 – General Fund Operating	\$1,880,742	\$705,975	\$453,100	\$3,039,817
Fund 20 – Hawthorns	48,000	36,000	TBD	84,000
Fund 30 – Measure AA	7,039,226	8,671,245	4,585,500	20,295,971
Fund 40 – General Fund Capital	10,546,595	14,931,549	21,566,942	47,045,086
Grants/Partnerships/Other	2,704,721	1,887,043	1,030,000	5,621,764
Total CIAP	\$26,231,812	\$31,048,062	\$27,635,542	\$76,086,638

Three-Year CIAP by Program

CIAP Summary by Program	FY2019-20	FY2020-21	FY2021-22	3-Year Total
Land Acquisition and Preservation*	\$5,071,512	\$4,060,000	\$300,000	\$9,431,512
Natural Resource Protection and Restoration	3,576,139	1,325,313	923,100	5,824,552
Public Access, Education, and Outreach	7,983,746	11,068,950	5,430,500	24,483,196
Infrastructure (Vehicles, Equipment, Facilities) and Other	5,587,887	9,777,549	20,981,942	36,347,378
Total CIAP	\$22,219,284	\$26,231,812	\$27,635,542	\$76,086,638

*The land budget does not include title and purchase costs and only accounts for appraisals and other costs associated with property purchase research and early negotiations. Land purchase costs for titles or easements are budgeted upon approval by the Board.

ICONS

In an effort to highlight projects that support key areas of interest and improve readability, icons are now included on pertinent CIAP project worksheets.



Land Acquisition and Preservation



Natural Resource Protection and Restoration



Public Access, Education and Outreach



Infrastructure (Vehicles, Equipment, Facilities) and Other



Agriculture



Diversity



Wildland Fire Resiliency



Grant Funded



Supports Climate Action Plan implementation



Project has an ongoing impact on the operating budget

With the support of the Grants Program, additional revenue is secured annually to support Midpen's mission, leverage existing financial resources to relieve funding gaps and ensure project delivery. A summary of CIAP projects with awarded external funding sources is included below.



Grant Income

Project#	Project Name	Grant/Partnership/Other	FY2019-20	FY2020-21	FY2021-22	3-Year Total
MAA02-002	Ravenswood Bay Trail Design and Implementation	San Mateo County Measure K Grant	\$243,813	\$243,813	0	\$487,626
MAA02-002	Ravenswood Bay Trail Design and Implementation	Santa Clara County Stanford Mitigation	200,000	200,000	0	400,000
MAA02-002	Ravenswood Bay Trail Design and Implementation	Urban Greening Grant Program	681,098	374,230	0	1,055,328
MAA11-002	Rancho San Antonio - Deer Hollow Farm - White Barn Rehabilitation	Tindall and Friends of DHF Donations	0	330,000	0	330,000
MAA21-005	Bear Creek Redwoods Public Access	California Natural Resources Agency	215,732	0	0	215,732
MAA21-007	Bear Creek Redwoods Preserve Plan Invasive Weed Treatment and Restoration	Santa Clara Valley Water District	100,000	50,000	0	150,000
Operating	Bear Creek Redwoods Preserve Plan Invasive Weed Treatment and Restoration	Santa Clara Valley Water District	100,000	150,000	0	250,000
MAA21-008	Bear Creek Redwoods - Ponds Restoration and Water Rights	California Natural Resources Agency	320,622	0	0	320,622
MAA21-011	Phase II Trail Improvements, Bear Creek Redwoods OSP	California Natural Resources Agency	277,250	320,000	730,000	1,327,250
MAA22-001	Hendrys Creek Property Land Restoration	Santa Clara Valley Water District	39,000	0	0	39,000
Operating	Hendrys Creek Stream Restoration	Santa Clara Valley Water District	96,300	0	0	96,300
MAA22-004	Beatty Parking Area and Trail Connections	Safe, Clean Water Priority D3 Grant	30,906	19,000	100,000	149,906
80065	IPM Implementation of Santa Clara Valley Water District Grant	Santa Clara Valley Water District	100,000	200,000	200,000	500,000
Subtotal			2,404,721	1,887,043	1,030,000	5,321,764
MAA02-002	Ravenswood Bay Trail Design and Implementation	Facebook Grant	300,000	0	0	300,000
Grand Total			\$2,704,721	\$1,887,043	\$1,030,000	\$5,621,764

Midpen has identified several key areas of interest in addition to the four CIAP programs.



Agriculture: Supporting agriculture and sustaining conservation grazing programs on District lands support Midpen's mission and Board adopted Strategic Goals and Objectives (Goal 1, Objective 4).



Diversity: Connecting diverse communities to their public open space preserves, through support of regional partnerships and expanded outreach to youth and underserved communities (Strategic Goal 2, all Objectives).



Wildland Fire Resiliency: Working with local fire agencies and surrounding communities to enhance Midpen's wildland fire preparedness and responsiveness.

CIAP project summary tables for these three areas of interest are included below.



Agriculture Project Summary

Project#	Project Name	FY2019-20	FY2020-21	FY2021-22	3-Year Total
61006	Big Dipper Ranch Spring Work, Skyline Ridge	\$48,750	0	0	\$48,750
61010	Toto Ranch Well Drilling and Construction, Tunitas Creek	200,800	0	0	200,800
61012	Toto Barn Roof Repair	101,750	0	0	101,750
61013	Toto Ranch Perimeter Fence Repair	174,225	0	0	174,225
MAA03-001	Lot Line Adjustment and Property Transfer–Purisima Upland	9,732	0	0	9,732
MAA03-003	Purisima Creek Fence Construction, Purisima Creek Redwoods	54,800	0	0	54,800
MAA05-002	Upper La Honda Creek Grazing Infrastructure	155,750	54,338	0	210,088
MAA09-003	Russian Ridge Mindego Pond Improvement	663,434	0	0	663,434
VP01-001	Miramontes Ridge Land Conservation	22,000	0	0	22,000
VP03-002	South Cowell Upland Land Conservation	37,500	0	0	37,500
VP07-002	Agricultural Workforce Housing–La Honda Creek	400,000	457,000	0	857,000
VP13-001	Cloverdale Ranch Land Opportunity	60,000	0	0	60,000
VP32-002	Gordon Ridge Property Land Conservation	3,800,000	3,750,000	0	7,550,000
VP32-003	Toto Ponds Management Planning	140,000	100,000	200,000	440,000
VP39-001	Lower San Gregorio Creek Watershed Land Conservation	32,000	0	0	32,000
Total		\$5,900,741	\$4,361,338	\$200,000	\$10,462,079



Diversity Project Summary

Project#	Project Name	FY2019-20	FY2020-21	FY2021-22	3-Year Total
31901	ADA Barrier Removal	\$255,000	\$1,075,000	\$0	\$1,330,000
MAA02-001	Cooley Landing Interpretive Facilities Design and Implementation	35,000	30,000	25,000	90,000
MAA02-002	Ravenswood Bay Trail Design and Implementation	1,976,760	1,646,250	0	3,623,010
MAA11-002	Rancho San Antonio–Deer Hollow Farm–White Barn Rehabilitation	143,890	454,000	0	597,890
VP11-001	Rancho San Antonio (RSA) Multimodal Access Study	56,000	0	0	56,000
VP38-001	Cooley Landing Park Business and Operation Plan	150,000	0	0	150,000
Total		\$2,616,650	\$3,205,250	\$25,000	\$5,846,900



Wildland Fire Resiliency Project Summary

Project#	Project Name	FY2019-20	FY2020-21	FY2021-22	3-Year Total
61008	Los Trancos–Page Mill Eucalyptus Removal	\$109,250	\$0	\$0	\$109,250
80063	San Mateo County Vegetation Map	39,200	39,200	33,600	112,000
80003-10	Wildland Fire Program Development	441,000	276,000	311,000	1,028,000
VP15-002	Restoration Forestry Demonstration Project	80,000	200,000	40,000	320,000
Total		\$669,450	\$515,200	\$384,600	\$1,569,250

PROJECT NUMBERING

All projects are assigned a name and a unique number. Additionally, Midpen has three categories of projects, Measure AA eligible, Vision Plan related, or other capital and operating projects.

Measure AA eligible projects are designated by portfolio and project number, for example MAA21-005 indicates Measure AA portfolio number 21 (Rancho San Antonio: Interpretive Improvements, Refurbishing Projects), and project number 5 (Bear Creek Redwoods Public Access).

Vision Plan related projects are also designated by portfolio and project number, for example VP11-001 indicates Vision Plan portfolio number 11 (Rancho San Antonio: Interpretive Improvements, Refurbishing Projects), and project number 1 (Rancho San Antonio (RSA) Multimodal Access Study). Vision Plan portfolios number 01 through 25 represent Midpen-funded efforts in support of the corresponding Measure AA portfolios. Vision Plan portfolios 26 through 54 are the Tier 2 priority actions in Midpen's Vision Plan.

Other projects are assigned a five digit project numbers (such as 31901, ADA Barrier Removal) and designate operating projects such as wildlife monitoring, facility improvements and administrative systems implementations.

OPERATING PROJECTS

Operating projects are important activities undertaken each year that do not meet Capital Improvement and Action Plan (CIAP) project criteria (typically with expenses greater than \$50,000). While the operating projects listed on program summary pages may incur real expenses, they are only included in the lead department's operating budget (see Section IV).

OPERATING IMPACT

Within the FY2019-20 Capital Improvement and Action Plan, Midpen has identified over 50 projects (or 56% of the CIAP) as having a future operating impact to the annual Budget and Action Plan. Some projects will have costs in perpetuity while other projects will have a shorter-term impact.

For example, numerous Natural Resource Protection and Restoration projects that are completed require an additional 3 to 5 years of ongoing monitoring work (for example, ensuring native plants are well established after being planted can take over 3 years). When new areas are opened to the public, that space will require long-term patrol and maintenance work; this may result in additional staff. Staff is monitoring new and existing CIAP projects for their ongoing operating impact to the annual Budget and Action Plan in an effort to identify how operating costs will change in the future.

Land Acquisition and Preservation

Project#	Project Name	FY2019-20	FY2020-21	FY2021-22	3-Year Total
20125	Cal-Water Land Exchange, Teague Hill Preserve	\$23,000	\$0	\$0	\$23,000
MAA03-001	Lot Line Adjustment and Property Transfer–Purisima Upland	9,732	0	0	9,732
MAA03-002	Purisima Upland Site Clean up and Soil Remediation Assessment	416,280	0	0	416,280
MAA23-007	Twin Creeks Land Conservation	10,000	10,000		20,000
VP01-001	Miramontes Ridge Land Conservation*	22,000	0	0	22,000
VP03-002	South Cowell Upland Land Conservation*	37,500	0	0	37,500
VP08-001	Upper San Gregorio Land Conservation*	23,000	0	0	23,000
VP13-001	Cloverdale Ranch Land Opportunity*	60,000	TBD	TBD	60,000
VP15-001	Redwood Forest Land Opportunity*	20,000	0	0	20,000
VP15-003	Watershed Protection Opportunity–Numerous Open Space Preserves*	105,000	0	0	105,000
VP19-001	El Sereno Trails, Wildlife Corridors and Land Conservation*	33,000	0	0	33,000
VP19-002	El Sereno Land Conservation*	25,000	0	0	25,000
VP20-002	Highway 17 Land Conservation*	27,000	0	0	27,000
VP24-001	Sierra Azul Rancho de Guadalupe Land Conservation*	38,000	0	0	38,000
VP24-002	SCVWD Exchange Agreement at Rancho de Guadalupe Area of SAOSP*	10,000	0	0	10,000
VP25-001	Sierra Azul Loma Prieta Land Conservation*	10,000	0	0	10,000
VP32-001	Irish Ridge Connection	70,000	0	0	70,000
VP32-002	Gordon Ridge Property Land Conservation	3,800,000	3,750,000	0	7,550,000
VP39-001	Lower San Gregorio Creek Watershed Land Conservation	32,000	0	0	32,000
None	District-wide purchase options and low-value Land Fund	300,000	300,000	300,000	900,000
Total		\$5,071,512	\$4,060,000	\$300,000	\$9,431,512

*Pre-acquisition activity for land purchases is budgeted in Fund 40. Upon approval from the Board for fee or easement, pre-acquisition expenses and the purchase price are eligible for MAA reimbursement and a budget adjustment request will be made to transfer budget to Fund 30..

LAND ACQUISITION AND PRESERVATION

**Cal Water Land Exchange, Teague Hill Preserve
Project #: 20125
Fund: 40 – General Fund Capital**



PROJECT DESCRIPTION

Pursue trail connections between Huddart Park and Teague Hill Preserve, and pursue future land conservation protections in the Bear Creek watershed in exchange for land rights to allow the installation of Cal Water water tanks at El Corte de Madera Open Space Preserve.

FY2019-20 SCOPE

Pursue land exchange agreement with Cal Water to improve trail connections between Huddart Park and Teague Hill Open Space Preserve, and support the protection of the Bear Creek watershed.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	23,000	23,000	0	0	0	46,000
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$23,000	\$23,000	\$0	\$0	\$0	\$46,000

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	23,000	23,000	0	0	0	46,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$23,000	\$23,000	\$0	\$0	\$0	\$46,000

LAND ACQUISITION AND PRESERVATION**Lot Line Adjustment and Property Transfer – Purisima Upland****Project #: MAA03-001****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

Pursue land transfer to complete the Purisima to the Sea corridor.

FY2019-20 SCOPE

File record of survey map with the County of San Mateo to finalize the land transfer.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$845	\$0	\$1,232	\$0	\$0	\$0	\$2,077
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	389,366	30,000	5,500	0	0	0	424,866
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	3,000	0	0	0	3,000
Grand Total	\$390,211	\$30,000	\$9,732	\$0	\$0	\$0	\$429,943
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	390,211	30,000	9,732	0	0	0	429,943
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$390,211	\$30,000	\$9,732	\$0	\$0	\$0	\$429,943

LAND ACQUISITION AND PRESERVATION

Purisima Upland Site Cleanup and Soil Remediation Assessment

Project #: MAA03-002

Fund: 30 – Measure AA Capital

PROJECT DESCRIPTION

Complete site cleanup and soil remediation around existing empty oil tank on newly transferred Purisima Upland property entry.

FY2019-20 SCOPE

Complete site cleanup and begin restoration efforts. Implement roads as identified by erosion assessment.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$3,884	\$0	\$21,280	\$0	\$0	\$0	\$25,164
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	65,271	0	0	0	0	0	65,271
8201 –Architect/Engineering Services	0	0	5,000	0	0	0	5,000
8202 –Environmental/Planning Services	0	10,000	15,000	0	0	0	25,000
8203 –Inspection/Construction Monitoring	0	0	10,000	0	0	0	10,000
8204 –Permitting Fees	0	0	5,000	0	0	0	5,000
8205 –Construction	0	0	360,000	0	0	0	360,000
Grand Total	\$69,155	\$10,000	\$416,280	\$0	\$0	\$0	\$495,435

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	69,155	10,000	416,280	0	0	0	495,435
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$69,155	\$10,000	\$416,280	\$0	\$0	\$0	\$495,435

LAND ACQUISITION AND PRESERVATION**Twin Creeks Land Conservation****Project #: MAA23-007****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

Pursue land purchase opportunity of the Twin Creeks property, including site cleanup and demolition of structures.

FY2019-20 SCOPE

Continue Vegetation Rapid Assessment, invasive and rare plant surveys. Create IPM plan for high priority plants, and review long-term bat management.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$3,465	\$33,935	\$0	\$0	\$0	\$0	\$37,400
5000-7000–Service & Supplies	729	0	0	0	0	0	729
8101 –Real Estate Services	2,906,257	0	0	0	0	0	2,906,257
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	24,205	0	0	0	0	24,205
8203–Inspection/Construction Monitoring	0	28,905	0	0	0	0	28,905
8204–Permitting Fees	152	0	0	0	0	0	152
8205–Construction	2,769	740,659	10,000	10,000	0	0	763,428
Grand Total	\$2,913,372	\$827,704	\$10,000	\$10,000	\$0	\$0	\$3,761,076
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	2,163,372	827,704	10,000	10,000	0	0	3,011,076
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	750,000	0	0	0	0	0	750,000
Grand Total	\$2,913,372	\$827,704	\$10,000	\$10,000	\$0	\$0	\$3,761,076

LAND ACQUISITION AND PRESERVATION

**Miramontes Ridge Land Conservation
Project #: VP01-001
Fund: 40 – General Fund Capital**



PROJECT DESCRIPTION

Purchase uplands portion of Johnston Ranch from POST as an addition to the Miramontes Ridge Open Space Preserve.

FY2019-20 SCOPE

In partnership with POST, complete lot line adjustment in preparation for purchase of Johnston Uplands property. Purchase property and enter into grazing lease.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	60,000	22,000	0	0	0	82,000
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$60,000	\$22,000	\$0	\$0	\$0	\$82,000

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	60,000	22,000	0	0	0	82,000
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$60,000	\$22,000	\$0	\$0	\$0	\$82,000

LAND ACQUISITION AND PRESERVATION**South Cowell Upland Land Conservation****Project #: VP03-002****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

In partnership with POST, pursue land purchase to provide improved staging and trail access for the Purisima to the Sea regional trail corridor.

FY2019-20 SCOPE

In partnership with POST, submit lot line adjustment to the County of San Mateo. Assess land conservation, regional trail connections and natural resource values. Evaluate site for staging and trail access. Begin development of a conservation grazing plan.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	37,500	0	0	0	37,500
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$37,500	\$0	\$0	\$0	\$37,500
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	37,500	0	0	0	37,500
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$37,500	\$0	\$0	\$0	\$37,500

LAND ACQUISITION AND PRESERVATION

**Upper San Gregorio Land Conservation
Project #: VP08-001
Fund: 40 – General Fund Capital**

PROJECT DESCRIPTION

Negotiate property additions to the Upper San Gregorio Creek Watershed.

FY2019-20 SCOPE

Complete purchase of Woodruff Creek property in Upper San Gregorio Creek Watershed. Continue to pursue Mindego Creek purchase opportunities.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	30,000	23,000	0	0	0	53,000
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$30,000	\$23,000	\$0	\$0	\$0	\$53,000

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	30,000	23,000	0	0	0	53,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$30,000	\$23,000	\$0	\$0	\$0	\$53,000

LAND ACQUISITION AND PRESERVATION

Cloverdale Ranch Land Opportunity

Project #: VP13-001

Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

Complete the property's existing conditions assessment and report, and identify additional improvements and restoration projects for POST to complete. Develop funding plan and pursue grant opportunities, and pursue lot line adjustment as co-applicants with POST. Develop a community outreach/communications plan, and identify and initiate outreach with partners and stakeholders. Continue to participate in regional trail planning in the vicinity of Cloverdale Ranch, and identify preliminary land and resource management goals in preparation for future potential acquisition of property.

FY2019-20 SCOPE

Complete existing conditions assessment, develop preliminary land and resource management goals and a public outreach plan for the Cloverdale Ranch property.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	60,000	TBD	TBD	TBD	60,000
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$60,000	TBD	TBD	TBD	\$60,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	60,000	TBD	TBD	TBD	60,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$60,000	TBD	TBD	TBD	\$60,000

LAND ACQUISITION AND PRESERVATION

Redwood Forest Land Opportunity
Project #: VP15-001
Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

Pursue land purchase opportunities to grow the District’s contiguous greenbelt in redwood forests.

FY2019-20 SCOPE

Pursue purchase opportunity in Oil Creek at Long Ridge Open Space Preserve.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	20,000	20,000	0	0	0	40,000
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$20,000	\$20,000	\$0	\$0	\$0	\$40,000

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	20,000	20,000	0	0	0	40,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$20,000	\$20,000	\$0	\$0	\$0	\$40,000

LAND ACQUISITION AND PRESERVATION**Watershed Protection Opportunity – Numerous Open Space Preserves****Project #: VP15-003****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Pursue land purchase opportunity to protect the Los Gatos, Guadalupe, and Saratoga Creek regionally significant watershed at Sierra Azul, Bear Creek Redwoods, El Sereno, and Saratoga Gap Open Space Preserves.

FY2019-20 SCOPE

Pursue land purchase opportunity to protect the Los Gatos Creek, Guadalupe, and Saratoga Creek watersheds.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	15,000	105,000	0	0	0	120,000
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$15,000	\$105,000	\$0	\$0	\$0	\$120,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	15,000	105,000	0	0	0	120,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$15,000	\$105,000	\$0	\$0	\$0	\$120,000

LAND ACQUISITION AND PRESERVATION

El Sereno Trails, Wildlife Corridors and Land Conservation

Project #: VP19-001

Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

Work with public agency and private land owners to purchase property and trail easements to connect El Sereno Open Space Preserve to Sanborn County Park and protect wildlife corridors at El Sereno Open Space Preserve.

FY2019-20 SCOPE

Continue to negotiate with property owners to provide property rights for wildlife or trail corridors. Conduct site analysis, gather support on connections, and coordinate with Santa Clara County Parks.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	1,500	0	0	0	0	1,500
8101 –Real Estate Services	0	35,000	33,000	0	0	0	68,000
8201 –Architect/Engineering Services	0	36,000	0	0	0	0	36,000
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$72,500	\$33,000	\$0	\$0	\$0	\$105,500

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	72,500	33,000	0	0	0	105,500
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$72,500	\$33,000	\$0	\$0	\$0	\$105,500

LAND ACQUISITION AND PRESERVATION**El Sereno Land Conservation****Project #: VP19-002****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Pursue land rights for a trail connection between El Sereno OSP to connect to Sanborn County Park as part of the Bay Area Ridge Trail.

FY2019-20 SCOPE

Pursue trail easement or lot line adjustment for trail connection to Sanborn County Park.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	25,000	0	0	0	25,000
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$25,000	\$0	\$0	\$0	\$25,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	25,000	0	0	0	25,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$25,000	\$0	\$0	\$0	\$25,000

LAND ACQUISITION AND PRESERVATION

**Highway 17 Land Conservation
Project #: VP20-002
Fund: 40 – General Fund Capital**



PROJECT DESCRIPTION

Pursue land purchase as addition to El Sereno OSP to support the Highway 17 Bay Area Ridge Trail Crossing.

FY2019-20 SCOPE

Negotiate purchase of property to implement the Highway 17 Trail Crossing Project.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	27,000	0	0	0	27,000
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$27,000	\$0	\$0	\$0	\$27,000

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	27,000	0	0	0	27,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$27,000	\$0	\$0	\$0	\$27,000

LAND ACQUISITION AND PRESERVATION**Sierra Azul Rancho de Guadalupe Land Conservation****Project #: VP24-001****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Pursue land purchase opportunity to grow Midpen's contiguous greenbelt in the Rancho de Guadalupe area of Sierra Azul Open Space Preserve.

FY2019-20 SCOPE

Pursue new land purchase opportunities as they become available.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	15,000	38,000	0	0	0	53,000
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$15,000	\$38,000	\$0	\$0	\$0	\$53,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	15,000	38,000	0	0	0	53,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$15,000	\$38,000	\$0	\$0	\$0	\$53,000

LAND ACQUISITION AND PRESERVATION

SCVWD Exchange Agreement at Rancho de Guadalupe Area of SAOSP

Project #: VP24-002

Fund: 40 – General Fund Capital

PROJECT DESCRIPTION

Enter into exchange agreement with Santa Clara Valley Water District (SCVWD) for license to use Pheasant and Hicks Road intersection as a staging area for Guadalupe Dam repairs in exchange for SCVWD’s construction of a public parking lot for accessing the Rancho de Guadalupe area of Sierra Azul Open Space Preserve.

FY2019-20 SCOPE

Complete exchange agreement with SCVWD to support repairs to the Guadalupe Reservoir Dam and construction of the Rancho de Guadalupe parking lot at Pheasant and Hicks Road.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	10,000	0	0	0	10,000
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$10,000	\$0	\$0	\$0	\$10,000

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	10,000	0	0	0	10,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$10,000	\$0	\$0	\$0	\$10,000

LAND ACQUISITION AND PRESERVATION**Sierra Azul Loma Prieta Land Conservation****Project #: VP25-001****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Pursue land purchase opportunity to grow Midpen's contiguous greenbelt in the Loma Prieta Area of Sierra Azul OSP.

FY2019-20 SCOPE

Pursue land purchase opportunity in upper Herbert Creek and along the Loma Prieta ridgeline.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	10,000	10,000	0	0	0	20,000
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$10,000	\$10,000	\$0	\$0	\$0	\$20,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	10,000	10,000	0	0	0	20,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$10,000	\$10,000	\$0	\$0	\$0	\$20,000

LAND ACQUISITION AND PRESERVATION

**Irish Ridge Connection
Project #: VP32-001
Fund: 40 – General Fund Capital**



PROJECT DESCRIPTION

Pursue land purchase as addition to Tunitas Creek OSP for connection to Purisima Creek Redwoods OSP and protection of Tunitas Creek watershed.

FY2019-20 SCOPE

Submit lot line adjustment to the County of San Mateo. Assess land conservation, regional trail connections and natural resource values. Purchase property.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	49,868	70,000	0	0	0	119,868
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$49,868	\$70,000	\$0	\$0	\$0	\$119,868

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	49,868	70,000	0	0	0	119,868
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$49,868	\$70,000	\$0	\$0	\$0	\$119,868

LAND ACQUISITION AND PRESERVATION**Gordon Ridge Property Land Conservation****Project #: VP32-002****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Pursue land purchase partnership opportunity to protect the Lower San Gregorio watershed and preserve local agriculture as an addition to Tunitas Creek Open Space Preserve.

FY2019-20 SCOPE

Pursue land purchase partnership opportunity to protect the Lower San Gregorio watershed and preserve local agriculture as an addition to Tunitas Creek Open Space Preserve.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	3,800,000	3,750,000	0	0	7,550,000
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$3,800,000	\$3,750,000	\$0	\$0	\$7,550,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	3,800,000	3,750,000	0	0	7,550,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$3,800,000	\$3,750,000	\$0	\$0	\$7,550,000

LAND ACQUISITION AND PRESERVATION

**Lower San Gregorio Creek Watershed Land Conservation
Project #: VP39-001
Fund: 40 – General Fund Capital**



PROJECT DESCRIPTION

Pursue opportunity to protect watershed and farmland in the Lower San Gregorio watershed.

FY2019-20 SCOPE

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.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	5,234	34,000	32,000	0	0	0	71,234
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$5,234	\$34,000	\$32,000	\$0	\$0	\$0	\$71,234

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	5,234	34,000	32,000	0	0	0	71,234
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$5,234	\$34,000	\$32,000	\$0	\$0	\$0	\$71,234

Natural Resource Protection and Restoration

Project#	Project Name	FY2019-20	FY2020-21	FY2021-22	3-Year Total
80003-10	Wildland Fire Program Development	441,000	276,000	311,000	1,028,000
80034-44	Programmatic Permitting	495,000	55,000	15,000	565,000
61008	Los Trancos–Page Mill Eucalyptus Removal	\$109,250	\$0	\$0	\$109,250
80054	Badger/Burrowing Owl Habitat Assessment	82,800	72,275	0	155,075
80056	Cherry Springs Lake Infrastructure Operations Plan	10,000	10,000	0	20,000
80057	Climate Action Plan Implementation	86,000	21,000	21,000	128,000
80060	Marbled Murrelet Recovery Planning	32,500	32,500	32,500	97,500
80063	San Mateo County Vegetation Map	39,200	39,200	33,600	112,000
80065	IPM Implementation of Santa Clara Valley Water District Grant	100,000	200,000	200,000	500,000
MAA03-003	Purisima Creek Fence Construction, Purisima Creek Redwoods	54,800	0	0	54,800
MAA05-002	Upper La Honda Creek Grazing Infrastructure	155,750	54,338	0	210,088
MAA09-003	Russian Ridge Mindego Pond Improvement	663,434	0	0	663,434
MAA20-001	Wildlife Corridor: Highway 17 Crossing	63,593	20,000	50,000	133,593
MAA21-007	Bear Creek Redwoods Preserve Plan Invasive Weed Treatment and Restoration	176,807	120,000	0	296,807
MAA21-008	Bear Creek Redwoods–Ponds Restoration and Water Rights	393,393	0	0	393,393
MAA21-010	Bear Creek Redwoods Landfill Characterization and Remediation	207,142	100,000	0	307,142
MAA21-012	Bear Creek Redwoods Tree Restoration	101,893	10,000	10,000	121,893
MAA22-001	Hendrys Creek Property Land Restoration	67,077	0	0	67,077
VP04-002	El Corte de Madera Creek Watershed Protection Plan Sediment Science	56,500	0	0	56,500
VP15-002	Restoration Forestry Demonstration Project	80,000	200,000	40,000	320,000
VP15-004	Lower San Gregorio Floodplain Restoration	20,000	15,000	10,000	45,000
VP32-003	Toto Ponds Management Planning	140,000	100,000	200,000	440,000
Total		\$3,576,139	\$1,325,313	\$923,100	\$5,824,552

OPERATING PROJECTS

The table below lists operating projects by name, and includes the project purpose and lead department. While the operating projects listed below may incur real expenses, they are only included in the lead department's operating budget.

Project Name	Project Purpose	Lead Department
Archaeological Resource Survey, Assessment, Curation	Catalog and curate existing collections, survey known and unrecorded sites, provide on-call assessments.	Natural Resources
Formation of Science Advisory Panel	Formation of a Scientific Advisory Panel to inform Midpen land management decisions.	Natural Resources
Phytophthora Research	Research phytosphere (soil) diseases and develop BMPs for the District.	Natural Resources
Review of Agricultural Policy in Agricultural Workforce Housing	Review existing policies, guidelines and practices including the role of the District in the provision of Agricultural Workforce Housing and prepare or amend policies accordingly.	Natural Resources
Wildlife and Livestock Protection Policy	Implementation of Wildlife and Livestock Protection Program.	Natural Resources
Wildlife updates to Maintenance and Ranger Operations Manuals	Update wildlife guidance in Maintenance and Ranger Operations Manuals.	Natural Resources

NATURAL RESOURCE PROTECTION AND RESTORATION

Wildland Fire Program Development
Project #: 80003-10
Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

Develop wildland fire program for Midpen lands and hire consultants to design program and prepare environmental review.

FY2019-20 SCOPE

Develop Wildland Fire Program description. Begin CEQA documentation.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	29,533	127,370	441,000	276,000	311,000	3,000	1,187,903
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$29,533	\$127,370	\$441,000	\$276,000	\$311,000	\$3,000	\$1,187,903

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$29,533	\$127,370	\$441,000	\$276,000	\$311,000	\$3,000	\$1,187,903
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$29,533	\$127,370	\$441,000	\$276,000	\$311,000	\$3,000	\$1,187,903

NATURAL RESOURCE PROTECTION AND RESTORATION**Programmatic Permitting****Project #: 80034-44****Fund: 10 – General Fund Operating****PROJECT DESCRIPTION**

Develop State and Federal programmatic permits for compliance with Endangered Species and Clean Water Acts. Facilitates streamlined implementation of MAA and non-MAA projects, resource protection, and partnering efforts.

FY2019-20 SCOPE

Prepare and submit permit applications to the Army Corps of Engineers, USFWS (through the Corps), State Historic Office of Preservation (through the Corps), SF Regional Water Quality Control Board, and, potentially amend existing permits with the California Department of Fish and Wildlife.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	13,123	125,000	495,000	55,000	15,000	0	703,123
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$13,123	\$125,000	\$495,000	\$55,000	\$15,000	\$0	\$703,123
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$13,123	\$125,000	\$495,000	\$55,000	\$15,000	\$0	\$703,123
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$13,123	\$125,000	\$495,000	\$55,000	\$15,000	\$0	\$703,123

NATURAL RESOURCE PROTECTION AND RESTORATION

Los Trancos – Page Mill Eucalyptus Removal
Project #: 61008
Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

This project will improve fire and road safety in Los Trancos OSP next to Page Mill Road by removing approximately one hundred mature nonnative and fire-prone eucalyptus trees in Los Trancos. Midpen will contract with Santa Clara County Fire Safe Council for tree removal. Midpen funding is a match for grant funding received by Santa Clara County Fire Safe Council to complete additional vegetation management along Page Mill Road as well as other projects throughout the county.

FY2019-20 SCOPE

Continue tree removal and site restoration.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	20,000	109,250	0	0	0	129,250
Grand Total	\$0	\$20,000	\$109,250	\$0	\$0	\$0	\$129,250

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	20,000	109,250	0	0	0	129,250
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$20,000	\$109,250	\$0	\$0	\$0	\$129,250

Badger/Burrowing Owl Habitat Assessment

Project #: 80054

Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

Develop an Request for Proposal Quote/Qualification (RFPQ) and award consultant services to provide expertise in the management of grasslands and upland habitat for badger and burrowing owl. Provide a detailed habitat suitability assessment (District wide) for badger and burrowing owl. Determine the presence, use and status of the species within the available habitat. Recommend specific management measures to protect and enhance habitat. Project may involve genetic studies to determine viability of population(s). Project may also involve banding and telemetry of burrowing owls to determine breeding locations (presumed to be off of Midpen lands), to allow for partnering to provide management of the species throughout the year (both breeding and non-breeding).

FY2019-20 SCOPE

Continue assessment study to inform next phases of the project, including development of management recommendations.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	100,000	82,800	72,275	0	0	255,075
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$100,000	\$82,800	\$72,275	\$0	\$0	\$255,075
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$100,000	\$82,800	\$72,275	\$0	\$0	\$255,075
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$100,000	\$82,800	\$72,275	\$0	\$0	\$255,075

NATURAL RESOURCE PROTECTION AND RESTORATION

Cherry Springs Lake Infrastructure Operations Plan

Project #: 80056

Fund: 10 – General Fund Operating

PROJECT DESCRIPTION

Develop operational plan for the Cherry Springs water system at Sierra Azul Open Space Preserve.

FY2019-20 SCOPE

Complete operational plan.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	25,000	10,000	10,000	0	0	45,000
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$25,000	\$10,000	\$10,000	\$0	\$0	\$45,000

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$25,000	\$10,000	\$10,000	\$0	\$0	\$45,000
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$25,000	\$10,000	\$10,000	\$0	\$0	\$45,000

Climate Action Plan Implementation

Project #: 80057

Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

The Climate Action Plan identifies strategies and actions to reduce Midpen’s greenhouse gas emissions 20% by 2022, 40% by 2030, and 80% by 2050. Many departments are involved in implementing those changes, which may be new CIAP or operating projects or changes to existing practices.

FY2019-20 SCOPE

Coordinate Year 1 implementation of greenhouse gas emission reductions as part of the adopted Climate Action Plan (e.g. alternative commute incentives, purchase of electric maintenance equipment, LED lighting in field offices, and carbon offset purchases). Additional CIAP projects are underway to support the Climate Action Plan Implementation.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	73,000	86,000	21,000	21,000	21,000	222,000
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$73,000	\$86,000	\$21,000	\$21,000	\$21,000	\$222,000

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$73,000	\$86,000	\$21,000	\$21,000	\$21,000	\$222,000
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$73,000	\$86,000	\$21,000	\$21,000	\$21,000	\$222,000

Marbled Murrelet Recovery Planning
Project #: 80060
Fund: 10 – General Fund Operating

PROJECT DESCRIPTION

Assist in the development of recovery plans and assess species presence and habitat distribution and quality on Midpen lands. Identify and fund priority science, management, and recovery actions. Work with California State Parks and other partners to develop Santa Cruz Mountains Landscape Management Plan for Marbled Murrelet. Evaluate use of alternative monitoring methods, including acoustic recording units. Progress on Habitat Suitability Study led by State Parks anticipated in FY2018-19. Surveys at La Honda Creek and Purisima Creek Redwoods require two years, to begin in FY 2019. If additional sites are selected, two years are also required, beginning in FY2019-20.

FY2019-20 SCOPE

Oversee La Honda Creek surveys by consultant and additional sites surveyed by consultant (year 1 of 2). Purchase, deploy and analyze acoustic units.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	30,000	32,500	32,500	32,500	32,500	160,000
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$30,000	\$32,500	\$32,500	\$32,500	\$32,500	\$160,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$30,000	\$32,500	\$32,500	\$32,500	\$32,500	\$160,000
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$30,000	\$32,500	\$32,500	\$32,500	\$32,500	\$160,000

San Mateo County Vegetation Map
Project #: 80063
Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

To inform preserve management needs in San Mateo County, Midpen will collaborate with the Golden Gate National Parks Conservancy (GGNPC) to quantify vegetation changes and fuels on a landscape scale. This collaboration is coordinated with parallel efforts being undertaken by neighboring land managers to create seamless mapping and data products for all of San Mateo County. This project will additionally support project planning and review.

FY2019-20 SCOPE

Collaborate with partners to complete vegetation map by collecting and processing data.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	50,000	39,200	39,200	33,600	0	162,000
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$50,000	\$39,200	\$39,200	\$33,600	\$0	\$162,000

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$50,000	\$39,200	\$39,200	\$33,600	\$0	\$162,000
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$50,000	\$39,200	\$39,200	\$33,600	\$0	\$162,000

NATURAL RESOURCE PROTECTION AND RESTORATION

IPM Implementation of Santa Clara Valley Water District Grant

Project #: 80065

Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

Expand scope of the Santa Clara Valley Water District Integrated Pest Management (IPM) grant to include invasive plant removal at Bear Creek Redwoods, Rancho San Antonio and Picchetti Ranch Open Space Preserves.

FY2019-20 SCOPE

Oversee contractor to implement IPM on high priority weeds in riparian areas at three preserves.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	100,000	200,000	200,000	200,000	700,000
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$100,000	\$200,000	\$200,000	\$200,000	\$700,000

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	100,000	200,000	200,000	200,000	700,000
Grand Total	\$0	\$0	\$100,000	\$200,000	\$200,000	\$200,000	\$700,000

NATURAL RESOURCE PROTECTION AND RESTORATION

Purisima Creek Fence Construction, Purisima Creek Redwoods

Project #: MAA03-003

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Construct a livestock boundary fence on the eastern section of the Bluebrush area at Purisima Creek Redwoods OSP to support the District's conservation grazing program.

FY2019-20 SCOPE

Complete construction of a new boundary fence on eastern property line per survey.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	9,750	18,000	0	0	0	27,750
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	85,610	36,800	0	0	0	122,410
Grand Total	\$0	\$95,360	\$54,800	\$0	\$0	\$0	\$150,160
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	95,360	54,800	0	0	0	150,160
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$95,360	\$54,800	\$0	\$0	\$0	\$150,160

NATURAL RESOURCE PROTECTION AND RESTORATION

**Upper La Honda Creek Grazing Infrastructure
Project #: MAA05-002
Fund: 30 – Measure AA Capital**



PROJECT DESCRIPTION

Provide a water source for cattle in the upper section of Pastures 3 and 4 at McDonald Ranch for adequate rotation of livestock in support of the District’s conservation grazing program.

FY2019-20 SCOPE

Clean and repair existing springbox and connect water line to a cattle trough in Pasture 3 and Pasture 4 of McDonald Ranch. Includes bio monitoring.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	28,750	0	0	0	28,750
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	30,000	2,300	0	0	32,300
8204–Permitting Fees	0	0	5,000	0	0	0	5,000
8205–Construction	30,915	0	92,000	52,038	0	0	174,953
Grand Total	\$30,915	\$0	\$155,750	\$54,338	\$0	\$0	\$241,003

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	30,915	0	155,750	54,338	0	0	241,003
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$30,915	\$0	\$155,750	\$54,338	\$0	\$0	\$241,003

NATURAL RESOURCE PROTECTION AND RESTORATION

Russian Ridge Mindego Pond Improvement

Project #: MAA09-003

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Engineer, permit, and restore aquatic habitats at Mindego Ranch for California red-legged frog and San Francisco garter snake as well as water supply for livestock operation in support of the District's conservation grazing program.

FY2019-20 SCOPE

Complete design, permitting, and construction of pond improvements.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$136	\$15,930	\$13,434	\$0	\$0	\$0	\$29,500
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	25,000	0	0	0	25,000
8203 –Inspection/Construction Monitoring	0	10,000	50,000	0	0	0	60,000
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	265,000	575,000	0	0	0	840,000
Grand Total	\$136	\$290,930	\$663,434	\$0	\$0	\$0	\$954,500
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	136	290,930	663,434	0	0	0	954,500
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$136	\$290,930	\$663,434	\$0	\$0	\$0	\$954,500

NATURAL RESOURCE PROTECTION AND RESTORATION

Wildlife Corridor: Highway 17 Crossing

Project #: MAA20-001

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Work with partners to develop and engineer wildlife crossing improvements at Highway 17.

FY2019-20 SCOPE

Complete Project Study Report (PSR), and initiate Project Approval and Environmental Document (PAED) with Caltrans.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$23,579	\$13,593	\$0	\$0	\$0	\$37,172
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	2,485	0	0	0	0	0	2,485
8201 –Architect/Engineering Services	94,389	85,000	21,000	0	0	0	200,389
8202–Environmental/Planning Services	12,410	5,000	29,000	20,000	50,000	20,000	136,410
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	87,236	0	0	0	0	0	87,236
Grand Total	\$196,520	\$113,579	\$63,593	\$20,000	\$50,000	\$20,000	\$463,692

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	196,520	113,579	63,593	20,000	50,000	20,000	463,692
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$196,520	\$113,579	\$63,593	\$20,000	\$50,000	\$20,000	\$463,692

NATURAL RESOURCE PROTECTION AND RESTORATION

Bear Creek Redwoods Preserve Plan Invasive Weed Treatment and Restoration

Project #: MAA21-007

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Implement targeted treatments under the Integrated Pest Management (IPM) Plan to control invasive weed populations at Bear Creek Redwoods, and facilitate opening preserve for public access. Implement second year of targeted weed treatments at Bear Creek Redwoods to restore native habitats along roads and trails. Project is expected to require five years of treatment before habitats are restored to maintenance levels.

FY2019-20 SCOPE

Complete year three of invasive weed management in all areas.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$1,226	\$6,807	\$0	\$0	\$0	\$8,033
5000-7000–Service & Supplies	553	0	0	0	0	0	553
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	501,125	317,450	170,000	120,000	0	0	1,108,575
Grand Total	\$501,678	\$318,676	\$176,807	\$120,000	\$0	\$0	\$1,117,161

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	394,636	118,676	76,807	70,000	0	0	660,119
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	107,042	200,000	100,000	50,000	0	0	457,042
Grand Total	\$501,678	\$318,676	\$176,807	\$120,000	\$0	\$0	\$1,117,161

NATURAL RESOURCE PROTECTION AND RESTORATION

Bear Creek Redwoods – Ponds Restoration and Water Rights

Project #: MAA21-008

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Implement priority pond restoration work and secure water rights, monitoring and reporting for the property.

FY2019-20 SCOPE

Continue to coordinate with regulatory agencies for permits. Once permits are in hand, start construction of culvert and site improvements. Continue mitigation implementation.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$388	\$17,445	\$11,893	\$0	\$0	\$0	\$29,726
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	126,288	35,328	17,000	0	0	0	178,616
8202–Environmental/Planning Services	0	15,000	20,000	0	0	0	35,000
8203–Inspection/Construction Monitoring	0	0	65,000	0	0	0	65,000
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	80,000	279,500	0	0	0	359,500
Grand Total	\$126,676	\$147,773	\$393,393	\$0	\$0	\$0	\$667,842

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	126,676	147,773	72,771	0	0	0	347,220
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	320,622	0	0	0	320,622
Grand Total	\$126,676	\$147,773	\$393,393	\$0	\$0	\$0	\$667,842

NATURAL RESOURCE PROTECTION AND RESTORATION

Bear Creek Redwoods Landfill Characterization and Remediation

Project #: MAA21-010

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Conduct investigation to assess and characterize old landfill for potential toxic substances, develop remediation plan and CEQA analysis, and implement remediation to facilitate opening BCR Phase II trails for public access.

FY2019-20 SCOPE

Prepare remediation plan, regulatory review, permitting, and CEQA review.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$7,142	\$0	\$0	\$0	\$7,142
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	60,000	200,000	100,000	0	0	360,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$60,000	\$207,142	\$100,000	\$0	\$0	\$367,142
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	60,000	207,142	100,000	0	0	367,142
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$60,000	\$207,142	\$100,000	\$0	\$0	\$367,142

NATURAL RESOURCE PROTECTION AND RESTORATION

Bear Creek Redwoods Tree Restoration

Project #: MAA21-012

Fund: 30 – Measure AA Capital

PROJECT DESCRIPTION

Tree mitigation planting for Phase I public access projects.

FY2019-20 SCOPE

Oversee contractor(s) to implement tree removal and mitigation plantings.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$1,893	\$0	\$0	\$0	\$1,893
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	100,000	10,000	10,000	0	120,000
Grand Total	\$0	\$0	\$101,893	\$10,000	\$10,000	\$0	\$121,893

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	101,893	10,000	10,000	0	121,893
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$101,893	\$10,000	\$10,000	\$0	\$121,893

NATURAL RESOURCE PROTECTION AND RESTORATION

Hendrys Creek Property Land Restoration

Project #: MAA22-001

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Implement habitat improvements along 0.75-mile of Hendrys Creek and tributaries within the freshwater wetland mitigation easement held by Santa Clara Valley Water District (Valley Water). The project is funded in part by Valley Water Wildlife Habitat Restoration Program (Project D3) grant.

FY2019-20 SCOPE

Implement Phase II plant installation, maintenance, and monitoring. Continue implementing California Department of Fish and Wildlife permit conditions and annual monitoring/reporting to regulatory agencies.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$1,430	\$105,023	\$17,077	\$0	\$0	\$0	\$123,530
5000-7000–Service & Supplies	197	0	0	0	0	0	197
8101 –Real Estate Services	4,762	0	0	0	0	0	4,762
8201 –Architect/Engineering Services	13,045	0	0	0	0	0	13,045
8202–Environmental/Planning Services	73,381	19,271	0	0	0	0	92,652
8203 –Inspection/Construction Monitoring	0	71,250	0	0	0	0	71,250
8204–Permitting Fees	14,839	0	0	0	0	0	14,839
8205–Construction	15,540	326,000	50,000	0	0	0	391,540
Grand Total	\$123,194	\$521,544	\$67,077	\$0	\$0	\$0	\$711,815
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	56,083	251,193	28,077	0	0	0	335,353
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	67,111	270,351	39,000	0	0	0	376,462
Grand Total	\$123,194	\$521,544	\$67,077	\$0	\$0	\$0	\$711,815

NATURAL RESOURCE PROTECTION AND RESTORATION

El Corte de Madera Creek Watershed Protection Plan Sediment Science

Project #: VP04-002

Fund: 10 – General Fund Operating

PROJECT DESCRIPTION

Study instream sediment to produce scientific report and analysis of the recently completed watershed protection program. Reassess sediment monitoring pools, install stream gauges and data loggers, and measure sediment transport and storage in pools. Two to three years of data needed.

FY2019-20 SCOPE

Survey sediment in pools as part of year 3 of work.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	1,351	66,000	56,500	0	0	0	123,851
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	81,427	0	0	0	0	0	81,427
Grand Total	\$82,778	\$66,000	\$56,500	\$0	\$0	\$0	\$205,278

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$82,778	\$66,000	\$56,500	\$0	\$0	\$0	\$205,278
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$82,778	\$66,000	\$56,500	\$0	\$0	\$0	\$205,278

NATURAL RESOURCE PROTECTION AND RESTORATION

Restoration Forestry Demonstration Project

Project #: VP15-002

Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

Develop pilot project to restore and enhance forest habitat on Midpen open space preserves. Facilitates implementation of MAA portfolio 15–Regional Redwood Protection and Salmon Fishery Conservation.

FY2019-20 SCOPE

Complete CEQA review of the La Honda Creek Forest Management Plan.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	80,000	200,000	40,000	0	320,000
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$80,000	\$200,000	\$40,000	\$0	\$320,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$80,000	\$200,000	\$40,000	\$0	\$320,000
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$80,000	\$200,000	\$40,000	\$0	\$320,000

NATURAL RESOURCE PROTECTION AND RESTORATION

**Lower San Gregorio Floodplain Restoration
Project #: VP15-004
Fund: 40 – General Fund Capital**

PROJECT DESCRIPTION

Feasibility assessment for floodplain restoration along San Gregorio Creek.

FY2019-20 SCOPE

Complete conceptual design and cost estimation for floodplain restoration.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	20,000	15,000	10,000	0	45,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$20,000	\$15,000	\$10,000	\$0	\$45,000

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	20,000	15,000	10,000	0	45,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$20,000	\$15,000	\$10,000	\$0	\$45,000

NATURAL RESOURCE PROTECTION AND RESTORATION

Toto Ponds Management Planning

Project #: VP32-003

Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

Investigate and apply for water rights and develop bridging documents in order to support continued use of the property for grazing.

FY2019-20 SCOPE

Investigate and apply for water rights and develop bridging documents.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	140,000	100,000	200,000	50,000	490,000
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$140,000	\$100,000	\$200,000	\$50,000	\$490,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	140,000	100,000	200,000	50,000	490,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$140,000	\$100,000	\$200,000	\$50,000	\$490,000

Public Access, Education, and Outreach

Project#	Project Name	FY2019-20	FY2020-21	FY2021-22	3-Year Total
31901	ADA Barrier Removal	\$255,000	\$1,075,000	TBD	\$1,330,000
40011	Website Re-design	100,000	0	0	100,000
MAA02-001	Cooley Landing Interpretive Facilities Design and Implementation	35,000	30,000	25,000	90,000
MAA02-002	Ravenswood Bay Trail Design and Implementation	1,976,760	1,646,250	0	3,623,010
MAA04-004	El Corte de Madera Oljon Trail Implementation	61,236	0	0	61,236
MAA05-008	La Honda Creek White Barn Structural Rehabilitation	216,214	234,750	0	450,964
MAA05-009	La Honda Creek Redwood Cabin Stabilization and Assessment	246,233	213,750	0	459,983
MAA06-002	Hawthorns Public Access Site Plan and CEQA	124,060	TBD	TBD	124,060
MAA07-011	Lower La Honda Creek Phase II Loop Trails	173,555	405,000	340,000	918,555
MAA10-001	Alpine Road Regional Trail, Coal Creek	236,033	166,750	2,965,000	3,367,783
MAA11-002	Rancho San Antonio–Deer Hollow Farm–White Barn Rehabilitation	143,890	454,000	0	597,890
MAA17-002	Lyson’s Dispositions at Monte Bello	426,487	TBD	TBD	426,487
MAA17-004	Stevens Creek Nature Trail Bridges, Monte Bello	34,401	TBD	TBD	34,401
MAA18-002	Saratoga-to-Sea Regional Trail Connection	550,000	550,000	0	1,100,000
MAA20-002	Bay Area Ridge Trail Highway 17 Crossing	61,056	28,000	50,000	139,056
MAA21-003	Bear Creek Redwoods Water System	8,095	TBD	TBD	8,095
MAA21-004	Bear Creek Stables Site Plan Implementation	553,147	TBD	TBD	553,147
MAA21-005	Bear Creek Redwoods Public Access	618,931	1,850,000	590,000	3,058,931
MAA21-006	Bear Creek Redwoods–Alma College Cultural Landscape Rehabilitation Project	945,854	3,360,200	0	4,306,054
MAA21-011	Phase II Trail Improvements, Bear Creek Redwoods OSP	277,250	320,000	730,000	1,327,250
MAA22-004	Beatty Parking Area and Trail Connections	404,544	605,250	645,500	1,655,294
MAA23-004	Mount Umunhum Summit Restoration, Parking, and Landing Zone	35,000	30,000	10,000	75,000
VP05-002	La Honda Creek Parking and Trailhead Access Feasibility Study (former Red Barn)	25,000	0	0	25,000
VP11-001	Rancho San Antonio (RSA) Multimodal Access Study	56,000	TBD	TBD	56,000
VP20-001	Highway 17 Area Regional Trail Connections	37,500	100,000	75,000	212,500
VP23-002	Traffic Study for Mt. Umunhum Road	173,000	0	0	173,000
VP33-001	Purisima Creek Redwoods Bridge 1 Redecking	59,500	0	0	59,500
VP38-001	Cooley Landing Park Business and Operation Plan	150,000	0	0	150,000
Total		\$7,983,746	\$11,068,950	\$5,430,500	\$24,483,196

OPERATING PROJECTS

The table below lists operating projects by name, and includes the project purpose and lead department.

Project Name	Project Purpose	Lead Department
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.	General Manager’s Office
Preserve Use Survey Implementation	Implement the recommendations detailed in the Preserve Use Survey to enhance visitor satisfaction and outreach.	General Manager’s Office
Regional Trails Planning and Coordination	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.	Planning and Real Property
Stevens Creek Trail Signage	Install new trail signage for Stevens Creek Trail, to provide consistent signage across jurisdictions.	Planning

PUBLIC ACCESS, EDUCATION, AND OUTREACH**ADA Barrier Removal****Project #: 31901****Fund: 10 – General Fund Operating****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Prioritize barrier removals and develop cost estimates for Annual CIAP and Budget. Complete tracking and reporting on annual accomplishments of completed priorities.

FY2019-20 SCOPE

Initiate first round of barrier removals.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	14,000	30,000	0	0	0	44,000
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	110,000	10,000	0	0	120,000
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	15,000	15,000	0	0	30,000
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	100,000	1,050,000	0	0	1,150,000
Grand Total	\$0	\$14,000	\$255,000	\$1,075,000	\$0	\$0	\$1,344,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$14,000	\$30,000	\$0	\$0	\$0	\$44,000
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	225,000	1,075,000	0	0	1,300,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$14,000	\$255,000	\$1,075,000	\$0	\$0	\$1,344,000

PUBLIC ACCESS, EDUCATION, AND OUTREACH

Website Re-design

Project #: 40011

Fund: 10 – General Fund Operating

PROJECT DESCRIPTION

Update current website structure and design and migrate website to updated Drupal 8 platform.

FY2019-20 SCOPE

Update current website structure and design and migrate website to updated Drupal 8 platform.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	100,000	0	0	0	100,000
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$100,000	\$0	\$0	\$0	\$100,000

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$100,000	\$0	\$0	\$0	\$100,000
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$100,000	\$0	\$0	\$0	\$100,000

PUBLIC ACCESS, EDUCATION, AND OUTREACH**Cooley Landing Interpretive Facilities Design and Implementation****Project #: MAA02-001****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

Working in partnership with City of East Palo Alto, complete the final phases of Cooley Landing Park – Phases IV and V. Midpen’s Board approved a maximum contribution to the City of \$1.25 million. Project expenses beyond this include restoration efforts at Cooley Landing and Ravenswood Open Space Preserve.

FY2019-20 SCOPE

Complete habitat restoration work.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	183,037	53,000	0	0	0	0	236,037
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	52,149	1,039,852	35,000	30,000	25,000	0	1,182,001
Grand Total	\$235,186	\$1,092,852	\$35,000	\$30,000	\$25,000	\$0	\$1,418,038
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	235,186	1,092,852	35,000	30,000	25,000	0	1,418,038
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$235,186	\$1,092,852	\$35,000	\$30,000	\$25,000	\$0	\$1,418,038

PUBLIC ACCESS, EDUCATION, AND OUTREACH

Ravenswood Bay Trail Design and Implementation

Project #: MAA02-002

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

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 up 80 continuous miles of the Bay Trail.

FY2019-20 SCOPE

Complete construction and open trail. Begin site mitigation planting.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$20,418	\$16,975	\$75,510	\$0	\$0	\$0	\$112,903
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	30,850	0	0	0	0	0	30,850
8201 –Architect/Engineering Services	329,810	135,000	75,000	0	0	0	539,810
8202 –Environmental/Planning Services	41,185	172,000	100,000	0	0	0	313,185
8203 –Inspection/Construction Monitoring	7,763	5,000	0	40,000	0	0	52,763
8204 –Permitting Fees	2,310	71,000	70,000	0	0	0	143,310
8205 –Construction	29,538	0	1,656,250	1,606,250	0	0	3,292,038
Grand Total	\$461,874	\$399,975	\$1,976,760	\$1,646,250	\$0	\$0	\$4,484,859

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	232,253	117,222	551,849	828,207	0	0	1,729,531
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	229,621	282,753	1,424,911	818,043	0	0	2,755,328
Grand Total	\$461,874	\$399,975	\$1,976,760	\$1,646,250	\$0	\$0	\$4,484,859

PUBLIC ACCESS, EDUCATION, AND OUTREACH**El Corte de Madera Oljon Trail Implementation****Project #: MAA04-004****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

Completion of 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.

FY2019-20 SCOPE

Complete final project phase by decommissioning a portion of Steam Donkey Trail.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$110,500	\$236,872	\$28,736	\$0	\$0	\$0	\$376,108
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	11,552	11,500	10,000	0	0	0	33,052
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	12,037	16,100	2,500	0	0	0	30,637
8204–Permitting Fees	8,191	0	0	0	0	0	8,191
8205–Construction	113,860	66,250	20,000	0	0	0	200,110
Grand Total	\$256,140	\$330,722	\$61,236	\$0	\$0	\$0	\$648,098
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	256,140	330,722	61,236	0	0	0	648,098
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$256,140	\$330,722	\$61,236	\$0	\$0	\$0	\$648,098

La Honda Creek White Barn Structural Rehabilitation

Project #: MAA05-008

Fund: 30 – Measure AA Capital

PROJECT DESCRIPTION

A qualified architectural historian will assess the condition and historical significance of the white barn and redwood cabin. The assessment will also include the potential significance of nearby structures and related landscape features such as fencing. A structural engineer will assess the integrity of the building to determine the need for structural improvements and/or repairs. Biological consultant to assess the structures for nesting birds, bats, and rats to inform inspections and species requirements for structural improvements.

FY2019-20 SCOPE

Complete site assessment, geotechnical investigation, archaeological survey, structural stabilization design and biological monitoring.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$3,777	\$9,714	\$0	\$0	\$0	\$13,491
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	14,699	50,000	94,000	36,000	0	0	194,699
8202 –Environmental/Planning Services	0	10,000	20,000	20,000	0	0	50,000
8203 –Inspection/Construction Monitoring	0	0	20,000	30,000	0	0	50,000
8204 –Permitting Fees	0	0	15,000	5,000	0	0	20,000
8205 –Construction	0	0	57,500	143,750	0	0	201,250
Grand Total	\$14,699	\$63,777	\$216,214	\$234,750	\$0	\$0	\$529,440
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	14,699	63,777	216,214	234,750	0	0	529,440
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$14,699	\$63,777	\$216,214	\$234,750	\$0	\$0	\$529,440

PUBLIC ACCESS, EDUCATION, AND OUTREACH**La Honda Creek Redwood Cabin Stabilization and Assessment****Project #: MAA05-009****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

Structural evaluation and stabilization of the La Honda Creek redwood cabin.

FY2019-20 SCOPE

Complete site assessment, geotechnical investigation, archaeological survey, structural stabilization design and biological monitoring.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$14,733	\$0	\$0	\$0	\$14,733
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	34,500	127,000	28,000	0	0	189,500
8202–Environmental/Planning Services	0	0	12,000	12,000	0	0	24,000
8203–Inspection/Construction Monitoring	0	0	20,000	30,000	0	0	50,000
8204–Permitting Fees	0	0	15,000	0	0	0	15,000
8205–Construction	0	0	57,500	143,750	0	0	201,250
Grand Total	\$0	\$34,500	\$246,233	\$213,750	\$0	\$0	\$494,483
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	34,500	246,233	213,750	0	0	494,483
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$34,500	\$246,233	\$213,750	\$0	\$0	\$494,483

PUBLIC ACCESS, EDUCATION, AND OUTREACH

Hawthorns Public Access Site Plan and CEQA

Project #: MAA06-002

Fund: 30 – Measure AA Capital

PROJECT DESCRIPTION

Complete site-specific plan for public access trails and staging area, and conduct CEQA review and coordination with Town of Portola Valley permitting.

FY2019-20 SCOPE

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.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$6,460	\$0	\$0	\$0	\$6,460
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	5,000	0	0	0	5,000
8201 –Architect/Engineering Services	0	0	44,500	0	0	0	44,500
8202 –Environmental/Planning Services	0	47,716	65,100	0	0	0	112,816
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	3,000	0	0	0	3,000
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$47,716	\$124,060	\$0	\$0	\$0	\$171,776

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	47,716	124,060	0	0	0	171,776
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$47,716	\$124,060	\$0	\$0	\$0	\$171,776

PUBLIC ACCESS, EDUCATION, AND OUTREACH**Lower La Honda Creek Phase II Loop Trails****Project #: MAA07-011****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

Phase II Trail Design and implementation: Implement La Honda Creek Open Space Preserve Master Plan Phase II trail improvements, including planning, technical studies (biological, cultural, geotechnical), design, permitting and construction.

FY2019-20 SCOPE

Submit permits and design trails for Master Plan Trail 6–La Honda Creek Loop Trails. Pending board approval, develop signage and brochures. Concurrently, perform pre-planning and field investigations for opportunities and constraints associated with potential trail routes that would connect from the La Honda Creek Loop Trails in the south. Key deliverable is a summary of conceptual trail route options that would connect to the central portion of the preserve, and would be used for future trail assessments and design in FY2020-21. Other trail connections are pending identification of a new parking area in the preserve.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$15,000	\$28,555	\$250,000	\$250,000	\$0	\$543,555
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	33,000	0	0	0	0	33,000
8201 –Architect/Engineering Services	27,058	100,100	30,000	15,000	15,000	0	187,158
8202–Environmental/Planning Services	0	24,000	80,000	35,000	15,000	0	154,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	15,000	35,000	5,000	0	0	55,000
8205–Construction	0	0	0	100,000	60,000	0	160,000
Grand Total	\$27,058	\$187,100	\$173,555	\$405,000	\$340,000	\$0	\$1,132,713
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	27,058	187,100	173,555	405,000	340,000	0	1,132,713
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$27,058	\$187,100	\$173,555	\$405,000	\$340,000	\$0	\$1,132,713

PUBLIC ACCESS, EDUCATION, AND OUTREACH

Alpine Road Regional Trail, Coal Creek

Project #: MAA10-001

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Engineer, complete CEQA review, permit, and construct road improvements to enhance public access and reduce further erosion and sedimentation downstream.

FY2019-20 SCOPE

Work with San Mateo County on MOU and future transfer rights. Continue design and construction work, with biomonitoring and County permitting assistance. Work with San Mateo County to secure Measure K funding.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$13,558	\$22,283	\$8,000	\$10,000	\$0	\$53,841
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	4,286	0	0	0	0	0	4,286
8201 –Architect/Engineering Services	17,663	120,000	80,000	81,000	65,000	0	363,663
8202–Environmental/Planning Services	0	44,750	110,000	20,000	0	0	174,750
8203–Inspection/Construction Monitoring	0	5,000	0	2,000	50,000	0	57,000
8204–Permitting Fees	0	0	23,750	5,750	15,000	0	44,500
8205–Construction	0	0	0	50,000	2,825,000	0	2,875,000
Grand Total	\$21,949	\$183,308	\$236,033	\$166,750	\$2,965,000	\$0	\$3,573,040

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	21,949	183,308	236,033	166,750	2,965,000	0	3,573,040
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$21,949	\$183,308	\$236,033	\$166,750	\$2,965,000	\$0	\$3,573,040

PUBLIC ACCESS, EDUCATION, AND OUTREACH**Rancho San Antonio – Deer Hollow Farm – White Barn Rehabilitation****Project #: MAA11-002****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

White Barn Stabilization – Structural/historic assessment, planning, design, and implementation of repairs.

FY2019-20 SCOPE

Conduct CEQA review. Complete design and initiate construction work, with biomonitoring and bat deterrent (if needed).

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$5,827	\$23,890	\$0	\$0	\$0	\$29,717
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	29,511	35,000	105,000	0	0	0	169,511
8202–Environmental/Planning Services	0	0	10,000	10,000	0	0	20,000
8203–Inspection/Construction Monitoring	0	10,000	0	22,000	0	0	32,000
8204–Permitting Fees	0	0	5,000	2,000	0	0	7,000
8205–Construction	0	0	0	420,000	0	0	420,000
Grand Total	\$29,511	\$50,827	\$143,890	\$454,000	\$0	\$0	\$678,228
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	29,511	15,827	143,890	124,000	0	0	313,228
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	35,000	0	330,000	0	0	365,000
Grand Total	\$29,511	\$50,827	\$143,890	\$454,000	\$0	\$0	\$678,228

PUBLIC ACCESS, EDUCATION, AND OUTREACH

Lyson’s Dispositions at Monte Bello

Project #: MAA17-002

Fund: 30 – Measure AA Capital

PROJECT DESCRIPTION

This project will improve public safety by removing hazardous structures and debris from vacant land and allow the opening of the regional Stevens Creek Trail corridor to public access. Project scope includes remediation, demolition and removal of uninhabitable structures, and site grading to reduce potential impacts to stream system. The design will be performed by a geotechnical and/or civil engineering consultant for grading of the site caused by recent landslides on the property.

FY2019-20 SCOPE

Finalize permits, complete demolition and restore site.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$6,815	\$0	\$20,237	\$0	\$0	\$0	\$27,052
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	35,000	0	0	0	35,000
8202 –Environmental/Planning Services	2,485	0	15,000	0	0	0	17,485
8203 –Inspection/Construction Monitoring	0	0	25,000	0	0	0	25,000
8204 –Permitting Fees	0	0	15,000	0	0	0	15,000
8205 –Construction	0	0	316,250	0	0	0	316,250
Grand Total	\$9,300	\$0	\$426,487	\$0	\$0	\$0	\$435,787

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	9,300	0	426,487	0	0	0	435,787
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$9,300	\$0	\$426,487	\$0	\$0	\$0	\$435,787

PUBLIC ACCESS, EDUCATION, AND OUTREACH**Stevens Creek Nature Trail Bridges, Monte Bello****Project #: MAA17-004****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

Replace a deteriorating bridge located between Stevens Creek bridge crossing and the Canyon Trail. Also scope and conduct environmental review for a new bridge on the Stevens Creek Nature Trail to replace a ford crossing that can be impassable during winter.

FY2019-20 SCOPE

Finish construction, continue biomonitoring, revegetation, reseeding, and plant maintenance.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$7,834	\$117,512	\$4,401	\$0	\$0	\$0	\$129,747
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	9,561	0	2,500	0	0	0	12,061
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	1,642	112,800	7,500	0	0	0	121,942
8204 –Permitting Fees	749	0	0	0	0	0	749
8205 –Construction	24,663	120,000	20,000	0	0	0	164,663
Grand Total	\$44,449	\$350,312	\$34,401	\$0	\$0	\$0	\$429,162
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	44,449	350,312	34,401	0	0	0	429,162
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$44,449	\$350,312	\$34,401	\$0	\$0	\$0	\$429,162

PUBLIC ACCESS, EDUCATION, AND OUTREACH

**Saratoga-to-Sea Regional Trail Connection
Project #: MAA18-002
Fund: 30 – Measure AA Capital**

PROJECT DESCRIPTION

Support the City of Saratoga’s 3.2-mile long trail connection from Saratoga Quarry Park to Sanborn County Park (Partnership Project).

FY2019-20 SCOPE

Continue to provide technical and financial support. Anticipate City desires to complete design and start permitting in FY19-20 to prepare for first phase of construction (trail work) in FY2019-20 and second phase of construction (bridge construction) in FY2020-21.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	265,000	0	0	0	0	265,000
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	550,000	550,000	0	0	1,100,000
Grand Total	\$0	\$265,000	\$550,000	\$550,000	\$0	\$0	\$1,365,000

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	265,000	550,000	550,000	0	0	1,365,000
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$265,000	\$550,000	\$550,000	\$0	\$0	\$1,365,000

PUBLIC ACCESS, EDUCATION, AND OUTREACH**Bay Area Ridge Trail Highway 17 Crossing****Project #: MAA20-002****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

Eight project alternatives have been developed for separate and/or shared wildlife/recreational trail crossings, and have been forwarded to Caltrans for review, known as their Project Study Report (PSR). Once reviewed, alternatives will undergo environmental analysis and permitting prior to construction, all in close alignment with Highway 17 Wildlife Crossing #MAA20-001.

FY2019-20 SCOPE

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.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$317	\$1,970	\$1,056	\$0	\$0	\$0	\$3,343
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	105,000	21,000	8,000	0	0	134,000
8202–Environmental/Planning Services	0	0	39,000	20,000	50,000	20,000	129,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$317	\$106,970	\$61,056	\$28,000	\$50,000	\$20,000	\$266,343
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	317	106,970	61,056	28,000	50,000	20,000	266,343
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$317	\$106,970	\$61,056	\$28,000	\$50,000	\$20,000	\$266,343

PUBLIC ACCESS, EDUCATION, AND OUTREACH

Bear Creek Redwoods Water System

Project #: MAA21-003

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Evaluate long term water needs and implement water infrastructure improvements for Bear Creek Stables operation.

FY2019-20 SCOPE

Implement final Board approved decision for Bear Creek Redwoods Stables water infrastructure improvements.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$33,806	\$5,648	\$8,095	\$0	\$0	\$0	\$47,549
5000-7000–Service & Supplies	58,067	0	0	0	0	0	58,067
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	57,003	0	0	0	0	0	57,003
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	1,275	0	0	0	0	0	1,275
8205–Construction	40,999	0	0	0	0	0	40,999
Grand Total	\$191,150	\$5,648	\$8,095	\$0	\$0	\$0	\$204,893

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	191,150	5,648	8,095	0	0	0	204,893
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$191,150	\$5,648	\$8,095	\$0	\$0	\$0	\$204,893

PUBLIC ACCESS, EDUCATION, AND OUTREACH**Bear Creek Stables Site Plan Implementation****Project #: MAA21-004****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

Implement Phase I of Bear Creek Stables site plan.

FY2019-20 SCOPE

Implement final Board approved decision for Bear Creek Redwoods Stables site plan improvements.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$7,554	\$121	\$14,147	\$0	\$0	\$0	\$21,822
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	274,521	130,000	385,000	0	0	0	789,521
8202–Environmental/Planning Services	0	10,000	10,000	0	0	0	20,000
8203–Inspection/Construction Monitoring	0	0	58,000	0	0	0	58,000
8204–Permitting Fees	0	0	86,000	0	0	0	86,000
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$282,075	\$140,121	\$553,147	\$0	\$0	\$0	\$975,343
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	282,075	140,121	553,147	0	0	0	975,343
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$282,075	\$140,121	\$553,147	\$0	\$0	\$0	\$975,343

PUBLIC ACCESS, EDUCATION, AND OUTREACH

Bear Creek Redwoods Public Access

Project #: MAA21-005

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Design, secure permits, and construct new parking lot, upgrade trail and install visitor-serving amenities. Open Upper Lake area and western preserve to the public.

FY2019-20 SCOPE

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 and submit permit application for Phase II Undercrossing Project.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$251,147	\$195,527	\$53,931	\$0	\$0	\$0	\$500,605
5000-7000–Service & Supplies	4,772	18,000	0	0	0	0	22,772
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	502,450	285,000	125,000	70,000	0	0	982,450
8202 –Environmental/Planning Services	118,373	214,000	25,000	20,000	0	0	377,373
8203 –Inspection/Construction Monitoring	39,962	85,428	40,000	10,000	10,000	0	185,390
8204 –Permitting Fees	22,024	5,000	125,000	20,000	0	0	172,024
8205 –Construction	567,207	3,223,651	250,000	1,730,000	580,000	0	6,350,858
Grand Total	\$1,505,935	\$4,026,606	\$618,931	\$1,850,000	\$590,000	\$0	\$8,591,472

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	1,505,935	4,026,606	403,199	1,850,000	590,000	0	8,375,740
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	215,732	0	0	0	215,732
Grand Total	\$1,505,935	\$4,026,606	\$618,931	\$1,850,000	\$590,000	\$0	\$8,591,472

PUBLIC ACCESS, EDUCATION, AND OUTREACH**Bear Creek Redwoods – Alma College Cultural Landscape Rehabilitation Project**

Project #: MAA21-006

Fund: 30 – Measure AA Capital

**PROJECT DESCRIPTION**

Implement the Alma College Cultural Landscape Rehabilitation Plan: complete hazardous materials remediation and site cleanup, demolish several buildings and stabilize the chapel and 1934 library and install visitor amenities and interpretation.

FY2019-20 SCOPE

Continue to develop interpretative materials, complete Preservation Maintenance Plan and continue plant installation and maintenance.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$61,448	\$56,461	\$39,054	\$0	\$0	\$0	\$156,963
5000-7000–Service & Supplies	8,865	0	0	0	0	0	8,865
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	368,113	270,500	90,000	15,000	0	0	743,613
8202–Environmental/Planning Services	188,280	50,000	19,500	20,000	0	0	277,780
8203–Inspection/Construction Monitoring	21,111	4,890	32,500	50,000	0	0	108,501
8204–Permitting Fees	1,720	15,000	15,000	0	0	0	31,720
8205–Construction	43,287	50,000	749,800	3,275,200	0	0	4,118,287
Grand Total	\$692,824	\$446,851	\$945,854	\$3,360,200	\$0	\$0	\$5,445,729
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	692,824	446,851	945,854	3,360,200	0	0	5,445,729
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$692,824	\$446,851	\$945,854	\$3,360,200	\$0	\$0	\$5,445,729

PUBLIC ACCESS, EDUCATION, AND OUTREACH

Phase II Trail Improvements, Bear Creek Redwoods OSP

Project #: MAA21-011

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Implement Phase II trail improvements to open eastern part of Bear Creek Redwoods to public access.

FY2019-20 SCOPE

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.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	25,000	150,000	240,000	50,000	0	465,000
8202–Environmental/Planning Services	0	0	30,000	0	0	0	30,000
8203–Inspection/Construction Monitoring	0	0	0	0	25,000	25,000	50,000
8204–Permitting Fees	0	0	47,250	5,000	0	0	52,250
8205–Construction	0	0	50,000	75,000	655,000	750,000	1,530,000
Grand Total	\$0	\$25,000	\$277,250	\$320,000	\$730,000	\$775,000	\$2,127,250

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	25,000	0	0	0	0	25,000
Grants/Partnerships/Other	0	0	277,250	320,000	730,000	775,000	2,102,250
Grand Total	\$0	\$25,000	\$277,250	\$320,000	\$730,000	\$775,000	\$2,127,250

PUBLIC ACCESS, EDUCATION, AND OUTREACH**Beatty Parking Area and Trail Connections****Project #: MAA22-004****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

Design and build a new parking lot at Beatty property and a trail connection to Sierra Azul Preserve. To fulfill the requirements of the 2008 conservation easement with Santa Clara County Parks, the trail should be constructed 15 years after the recording of the easement, which was April 8, 2008.

FY2019-20 SCOPE

Continue environmental review and preliminary permitting. Initiate schematic design development.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$26,544	\$15,000	\$125,500	\$112,900	\$279,944
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	80,000	265,000	236,000	165,000	5,000	751,000
8202–Environmental/Planning Services	0	35,000	73,000	20,000	30,000	30,000	188,000
8203–Inspection/Construction Monitoring	0	0	0	20,000	25,000	68,000	113,000
8204–Permitting Fees	0	0	40,000	103,000	0	0	143,000
8205–Construction	0	0	0	211,250	300,000	2,618,750	3,130,000
Grand Total	\$0	\$115,000	\$404,544	\$605,250	\$645,500	\$2,834,650	\$4,604,944
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	115,000	373,638	586,250	545,500	2,834,650	4,455,038
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	30,906	19,000	100,000	0	149,906
Grand Total	\$0	\$115,000	\$404,544	\$605,250	\$645,500	\$2,834,650	\$4,604,944

PUBLIC ACCESS, EDUCATION, AND OUTREACH

Mount Umunhum Summit Restoration, Parking, and Landing Zone

Project #: MAA23-004

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Completion of Mount Umunhum Summit public access improvements, interpretive elements, and native planting. Construction is complete and only purchase and installation of native plants is in progress.

FY2019-20 SCOPE

Purchase and install native plants in phase II of Mount Umunhum Summit. Install signage at summit.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$154,599	\$0	\$0	\$0	\$0	\$0	\$154,599
5000-7000–Service & Supplies	23,917	0	0	0	0	0	23,917
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	278,187	0	0	0	0	0	278,187
8202–Environmental/Planning Services	34,374	0	0	0	0	0	34,374
8203–Inspection/Construction Monitoring	430,038	0	0	0	0	0	430,038
8204–Permitting Fees	24,042	0	0	0	0	0	24,042
8205–Construction	9,373,691	40,000	35,000	30,000	10,000	0	9,488,691
Grand Total	\$10,318,848	\$40,000	\$35,000	\$30,000	\$10,000	\$0	\$10,433,848

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	9,748,848	40,000	35,000	30,000	10,000	0	9,863,848
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	570,000	0	0	0	0	0	570,000
Grand Total	\$10,318,848	\$40,000	\$35,000	\$30,000	\$10,000	\$0	\$10,433,848

PUBLIC ACCESS, EDUCATION, AND OUTREACH**La Honda Creek Parking and Trailhead Access Feasibility Study (former Red Barn)****Project #: VP05-002****Fund: 10 – General Fund Operating****PROJECT DESCRIPTION**

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 and trailhead to provide public access to the central area of the Preserve.

FY2019-20 SCOPE

Scope pending outcome of Parking Feasibility Study. Form a working group (see Public Access Working Group) and conduct a preliminary assessment of alternate sites for a parking area and trailhead.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	25,000	0	0	0	25,000
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$25,000	\$0	\$0	\$0	\$25,000

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$25,000	\$0	\$0	\$0	\$25,000
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$25,000	\$0	\$0	\$0	\$25,000

Rancho San Antonio (RSA) Multimodal Access Study

Project #: VP11-001

Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

Project engages stakeholders and partner agencies to explore non-motorized mobility, transit options and parking alternatives for Rancho San Antonio. Currently underway, this project would provide high beneficial impact for recreational users and leverage partnerships.

FY2019-20 SCOPE

Complete study, then prioritize solutions and next steps. Implement initial short term measures to address high priority demand.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	56,000	0	0	0	56,000
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$56,000	\$0	\$0	\$0	\$56,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$56,000	\$0	\$0	\$0	\$56,000
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$56,000	\$0	\$0	\$0	\$56,000

PUBLIC ACCESS, EDUCATION, AND OUTREACH**Highway 17 Area Regional Trail Connections****Project #: VP20-001****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Identify, plan, and construct feasible trail connections for the Ridge Trail and other local trail routes from the Highway 17 Regional Trail Crossing location, 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 (MAA20-002).

FY2019-20 SCOPE

Pending the outcome of the selected Highway 17 Regional Trail Crossing location, begin development of conceptual trail alignment. Initiate environmental review.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	8,883	0	0	0	0	0	8,883
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	34,000	10,500	25,000	0	0	69,500
8202–Environmental/Planning Services	0	0	27,000	75,000	10,000	0	112,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	65,000	0	65,000
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$8,883	\$34,000	\$37,500	\$100,000	\$75,000	\$0	\$255,383
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	8,883	34,000	37,500	100,000	75,000	0	255,383
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$8,883	\$34,000	\$37,500	\$100,000	\$75,000	\$0	\$255,383

PUBLIC ACCESS, EDUCATION, AND OUTREACH

Traffic Study for Mt. Um Road
Project #: VP23-002
Fund: 10 – General Fund Operating

PROJECT DESCRIPTION

Finalize traffic study and implement selected signage, striping, and pavement improvements.

FY2019-20 SCOPE

Implement selected signage, striping, and pavement improvements.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	173,000	0	0	0	173,000
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$173,000	\$0	\$0	\$0	\$173,000

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$173,000	\$0	\$0	\$0	\$173,000
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$173,000	\$0	\$0	\$0	\$173,000

PUBLIC ACCESS, EDUCATION, AND OUTREACH**Purisima Creek Redwoods Bridge 1 Redecking****Project #: VP33-001****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

This project will maintain vehicular and visitor access across Purisima Creek. Staff to replace vehicle bridge decking and install new rails, strip bridge down to railcar structural support, and rebuild entire bridge superstructure, including new decking and railings. A contractor will be required to remove lead paint from railcar structure.

FY2019-20 SCOPE

Complete redecking.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	1,403	0	0	0	0	0	1,403
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	15,419	3,000	11,000	0	0	0	29,419
8204–Permitting Fees	0	0	2,500	0	0	0	2,500
8205–Construction	4,000	20,000	46,000	0	0	0	70,000
Grand Total	\$20,822	\$23,000	\$59,500	\$0	\$0	\$0	\$103,322
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	20,822	23,000	59,500	0	0	0	103,322
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$20,822	\$23,000	\$59,500	\$0	\$0	\$0	\$103,322

PUBLIC ACCESS, EDUCATION, AND OUTREACH

Cooley Landing Park Business and Operation Plan

Project #: VP38-001

Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

Continue to support the City of East Palo Alto’s efforts to recruit and select an operator to provide environmental stewardship programming at Cooley Landing that is reflective of the community’s culture. Midpen will provide funding for the development of a business and operating plan for the preferred operator.

FY2019-20 SCOPE

Partner with City of East Palo Alto to complete development of a business and operating plan for Cooley Landing Park.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	50,000	0	150,000	0	0	0	200,000
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$50,000	\$0	\$150,000	\$0	\$0	\$0	\$200,000

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$150,000	\$0	\$0	\$0	\$150,000
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	50,000	0	0	0	0	0	50,000
Grand Total	\$50,000	\$0	\$150,000	\$0	\$0	\$0	\$200,000

Infrastructure (Vehicles, Equipment, Facilities) and Other

Project#	Project Name	FY2019-20	FY2020-21	FY2021-22	3-Year Total
31202	Administrative Office (AO) Facility	\$623,744	\$3,566,223	\$19,481,942	\$23,671,909
31601	South Area Field Office	1,302,976	3,164,326	0	4,467,302
35004	Sierra Azul Ranger Residence	100,000	895,000	0	995,000
50004	Budget Management Software	90,042	0	0	90,042
51701	Work Order & Asset Management System	75,000	95,000	0	170,000
51703	Real Property Database	55,000	55,000	0	110,000
61002	Russian Ridge–Quam Residence Driveway Improvement	473,300	0	0	473,300
61006	Big Dipper Ranch Spring Work, Skyline Ridge	48,750	0	0	48,750
61009	Russian Ridge–Bergman Residences Reconstruction	327,050	0	0	327,050
61010	Toto Ranch Well Drilling and Construction, Tunitas Creek	200,800	0	0	200,800
61011	Install Solar Panels at Skyline Field Office	150,000	0	0	150,000
61012	Toto Barn Roof Repair	101,750	0	0	101,750
61013	Toto Ranch Perimeter Fence Repair	174,225	0	0	174,225
65406	Radio Replacement for Ranger Staff and Patrol Vehicles	410,000	0	0	410,000
65407	Radio System Assessment and Upgrade	56,000	640,000	523,000	1,219,000
VP06-001	Hawthorns Historic Complex Partnership and Lease	48,000	36,000	0	84,000
VP07-002	Agricultural Workforce Housing–La Honda Creek	400,000	457,000	0	857,000
VP23-001	Mt. Umunhum–Radar Tower 2nd Assessment	223,750	TBD	0	TBD
None	Vehicle and Machinery/Equipment Purchases	727,500	869,000	977,000	2,619,500
Total		\$5,587,887	\$9,777,549	\$20,981,942	\$36,347,378

OPERATING PROJECTS

The table below lists operating projects by name, and includes the project purpose and lead department. While the operating project listed below may incur real expenses, they are only included in the lead department's operating budget.

Project Name	Project Purpose	Lead Department
Basic Policy Update	An update to the Basic Policy to incorporate the Coastal Annexation Area.	Planning
Citation Management System	Scoping a citation management system; includes RFP process.	Information Systems and Technology
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.	General Manager's Office
Historic Resources Policy Development	Review existing policies, guidelines and practices and prepare or amend policies accordingly	Planning
Legislative Initiatives	Support legislation to further the District's mission.	Public Affairs
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.	Visitor Services
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.	General Manager's Office
San Mateo County Master Permit	Develop a Master Permit with San Mateo County to streamline project implementation	General Manager's Office
SharePoint–Document Management System	Continue building out the Districts SharePoint platform on Office 365.	Information Systems and Technology
South Area Outpost Driveway Repaving	Repave driveway from Pheasant to South Area Outpost.	Land and Facilities Services

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER

Administrative Office (AO) Facility

Project #: 31202

Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

Prepare 5050 El Camino as the new administrative office.

FY2019-20 SCOPE

Complete design development, initiate environmental review, start construction documents, and manage tenants.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	68,910	0	0	0	0	0	68,910
8101 –Real Estate Services	0	31,550,100	0	0	0	0	31,550,100
8201 –Architect/Engineering Services	66,232	600,000	512,133	683,223	17,942	0	1,879,530
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	33,000	64,000	0	97,000
8204–Permitting Fees	0	0	111,611	109,500	0	0	221,111
8205–Construction	0	0	0	2,740,500	18,400,000	0	21,140,500
8301 –Furniture	0	0	0	0	1,000,000	0	1,000,000
Grand Total	\$135,142	\$32,150,100	\$623,744	\$3,566,223	\$19,481,942	\$0	\$55,957,151

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	135,142	32,150,100	623,744	3,566,223	19,481,942	0	55,957,151
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$135,142	\$32,150,100	\$623,744	\$3,566,223	\$19,481,942	\$0	\$55,957,151

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER**South Area Field Office****Project #: 31601****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Renovate an existing industrial warehouse building in Campbell as the new, permanent South Area Field Office that will accommodate anticipated field staff growth, expedite Measure AA project delivery, and further enhance service delivery.

FY2019-20 SCOPE

Secure permits, select contractor and initiate construction.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	\$0
8101 –Real Estate Services	41,483	0	0	0	0	0	41,483
8201 –Architect/Engineering Services	70,865	246,600	57,787	19,263	0	0	394,515
8202–Environmental/Planning Services	0	0	0	0	0	0	\$0
8203–Inspection/Construction Monitoring	0	0	32,250	10,750	0	0	43,000
8204–Permitting Fees	0	36,000	16,689	5,563	0	0	58,252
8205–Construction	0	1,000	1,030,000	3,100,000	0	0	4,131,000
8301 –Furniture	0	0	86,250	28,750	0	0	115,000
8303–Computer Equipment	0	0	80,000	0	0	0	80,000
Grand Total	\$112,348	\$283,600	\$1,302,976	\$3,164,326	\$0	\$0	\$4,863,250
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	112,348	283,600	1,302,976	3,164,326	0	0	4,863,250
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$112,348	\$283,600	\$1,302,976	\$3,164,326	\$0	\$0	\$4,863,250

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER

**Sierra Azul Ranger Residence
Project #: 35004
Fund: 40 – General Fund Capital**



PROJECT DESCRIPTION

Develop a new permanent residence in or adjacent to Sierra Azul Open Space Preserve for improved site presence and monitoring.

FY2019-20 SCOPE

Begin design, permitting, and construction.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	52,019	87,000	35,000	20,000	0	0	194,019
8202–Environmental/Planning Services	8,682	13,000	0	0	0	0	21,682
8203–Inspection/Construction Monitoring	0	10,000	0	0	0	0	10,000
8204–Permitting Fees	0	0	15,000	40,000	0	0	55,000
8205–Construction	0	0	50,000	835,000	0	0	885,000
Grand Total	\$60,701	\$110,000	\$100,000	\$895,000	\$0	\$0	\$1,165,701

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	60,701	110,000	100,000	895,000	0	0	1,165,701
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$60,701	\$110,000	\$100,000	\$895,000	\$0	\$0	\$1,165,701

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER**Budget Management Software****Project #: 50004****Fund: 10 – General Fund Operating****PROJECT DESCRIPTION**

Evaluate, acquire, and implement budget management software to help Midpen develop and manage the annual budget and action plan efficiently and with greater transparency.

FY2019-20 SCOPE

Select a vendor and implement system.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	90,042	0	0	0	90,042
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$90,042	\$0	\$0	\$0	\$90,042
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$90,042	\$0	\$0	\$0	\$90,042
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$90,042	\$0	\$0	\$0	\$90,042

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER

Work Order & Asset Management System

Project #: 51701

Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

The IST Strategic Plan recommends a Work-Order Asset Management System to streamline the maintenance and management of Midpen land and infrastructure assets.

FY2019-20 SCOPE

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 Services work orders.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	64,975	126,000	75,000	95,000	0	0	360,975
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$64,975	\$126,000	\$75,000	\$95,000	\$0	\$0	\$360,975

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$64,975	\$126,000	\$75,000	\$95,000	\$0	\$0	\$360,975
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$64,975	\$126,000	\$75,000	\$95,000	\$0	\$0	\$360,975

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER**Real Property Database****Project #: 51703****Fund: 10 – General Fund Operating****PROJECT DESCRIPTION**

The IST strategic plan recommends upgrading legacy data management systems to modern software platforms that increase functionality, reporting accuracy, integration, and user experience. The current real property database, created over 12 years ago, is a legacy system. To follow strategic plan recommendations, a new real property database will be implemented in FY2019-20 and FY2020-21. This will be an enterprise geographic information system (E-GIS) integrated data management system, capable of providing reports on all aspects of the Midpen's land transactions.

FY2019-20 SCOPE

Select a vendor and begin implementation.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	55,000	55,000	0	0	110,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$55,000	\$55,000	\$0	\$0	\$110,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$55,000	\$55,000	\$0	\$0	\$110,000
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$55,000	\$55,000	\$0	\$0	\$110,000

Russian Ridge – Quam Residence Driveway Improvement

Project #: 61002

Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

This project will repair and rerock the driveway from the edge of the chip seal section through 20000 Skyline Blvd (Bergman) to potentially 20300 Skyline Blvd (Quam) to provide safe access to staff, tenants, and inholding property. Staff will work with in-hold tenant for reimbursement of improvements on their section of driveway. This project is to be completed in two phases: Phase I – Install culverts and driveway improvements. Phase II – Rock complete driveway and improve oil screen.

FY2019-20 SCOPE

Complete driveway improvements. Biomonitoring to be performed. Midpen to determine whether to complete improvements to Quam residence based on add alternate bids received for this section of the driveway.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	200	0	0	0	0	200
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	13,870	23,000	5,300	0	0	0	42,170
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	23,000	54,000	0	0	0	77,000
8204 –Permitting Fees	0	2,300	0	0	0	0	2,300
8205 –Construction	0	26,500	414,000	0	0	0	440,500
Grand Total	\$13,870	\$75,000	\$473,300	\$0	\$0	\$0	\$562,170

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	13,870	75,000	473,300	0	0	0	562,170
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$13,870	\$75,000	\$473,300	\$0	\$0	\$0	\$562,170

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER**Big Dipper Ranch Spring Work, Skyline Ridge****Project #: 61006****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

This project will increase the water yield for the ranch water system to provide sufficient water to the residence and the conservation grazing operation.

FY2019-20 SCOPE

Complete repairs to the water system.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	15,000	0	0	0	15,000
8204–Permitting Fees	0	0	5,000	0	0	0	5,000
8205–Construction	0	0	28,750	0	0	0	28,750
Grand Total	\$0	\$0	\$48,750	\$0	\$0	\$0	\$48,750
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	48,750	0	0	0	48,750
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$48,750	\$0	\$0	\$0	\$48,750

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER

Russian Ridge – Bergman Residences Reconstruction

Project #: 61009

Fund: 40 – General Fund Capital

PROJECT DESCRIPTION

This project will perform cleanup of the Bergman housing complex, prepare drawings, and warrant the Main, Old, Guest and Carriage house with San Mateo County. These residences will be improved to provide three rental residences. The stables structure and Grandma House will be demolished.

FY2019-20 SCOPE

Complete residence upgrades – Phase III

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	1,000	0	0	0	0	1,000
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	30,213	13,800	5,750	0	0	0	49,763
8202–Environmental/Planning Services	0	12,775	0	0	0	0	12,775
8203–Inspection/Construction Monitoring	0	20,700	37,250	0	0	0	57,950
8204–Permitting Fees	0	11,500	2,300	0	0	0	13,800
8205–Construction	32,220	283,000	281,750	0	0	0	596,970
Grand Total	\$62,433	\$342,775	\$327,050	\$0	\$0	\$0	\$732,258

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	62,433	342,775	327,050	0	0	0	732,258
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$62,433	\$342,775	\$327,050	\$0	\$0	\$0	\$732,258

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER**Toto Ranch Well Drilling and Construction, Tunitas Creek****Project #: 61010****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

To provide a consistent water source for the Toto Residence, this project will locate, drill and plumb a well. The current water source for the house is a seasonal spring that has been unreliable.

FY2019-20 SCOPE

Complete permitting and construction of well and water system.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	400	0	0	0	0	400
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	28,750	0	0	0	28,750
8202–Environmental/Planning Services	0	5,750	5,750	0	0	0	11,500
8203–Inspection/Construction Monitoring	0	4,000	20,000	0	0	0	24,000
8204–Permitting Fees	0	2,300	17,500	0	0	0	19,800
8205–Construction	0	21,000	128,800	0	0	0	149,800
Grand Total	\$0	\$33,450	\$200,800	\$0	\$0	\$0	\$234,250
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	33,450	200,800	0	0	0	234,250
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$33,450	\$200,800	\$0	\$0	\$0	\$234,250

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER

Install Solar Panels at Skyline Field Office

Project #: 61011

Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

Research and install solar panels at the Skyline Field Office to produce clean, green energy that will help meet the District’s greenhouse gas reduction goals.

FY2019-20 SCOPE

Research and install solar panels at the Skyline Field Office.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	10,000	0	0	0	10,000
8205–Construction	0	0	140,000	0	0	0	140,000
Grand Total	\$0	\$0	\$150,000	\$0	\$0	\$0	\$150,000

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	150,000	0	0	0	150,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$150,000	\$0	\$0	\$0	\$150,000

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER**Toto Barn Roof Repair****Project #: 61012****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Repair roof on the Toto Ranch barn.

FY2019-20 SCOPE

Complete repairs to barn roof.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	7,500	0	0	0	7,500
8204 –Permitting Fees	0	0	8,000	0	0	0	8,000
8205 –Construction	0	0	86,250	0	0	0	86,250
Grand Total	\$0	\$0	\$101,750	\$0	\$0	\$0	\$101,750
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	101,750	0	0	0	101,750
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$101,750	\$0	\$0	\$0	\$101,750

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER

Toto Ranch Perimeter Fence Repair

Project #: 61013

Fund: 40-General Fund Capital



PROJECT DESCRIPTION

Repair and replace a perimeter fence at Toto Ranch to support Midpen’s conservation grazing program.

FY2019-20 SCOPE

Complete repair, coordinating with a biomonitor for oversight of the project.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	23,000	0	0	0	23,000
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	151,225	0	0	0	151,225
Grand Total	\$0	\$0	\$174,225	\$0	\$0	\$0	\$174,225

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	174,225	0	0	0	174,225
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$174,225	\$0	\$0	\$0	\$174,225

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER**Radio Replacement for Ranger Staff and Patrol Vehicles****Project #: 65406****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Replace 40 portable and 40 mobile radios with dual-band radios with trunking capabilities to enable Midpen patrol staff the ability to communicate with partner agencies during emergency response situations. Repurpose old radios to be used by administrative and maintenance staff as these positions do not require direct communications with emergency responders. To help defer cost of this upgrade, research the availability of grants and consider selling some of the surplus units.

FY2019-20 SCOPE

Replace 40 portable and 40 mobile radios with dual-band radios with trunking capabilities. Repurpose old radios to be used by administrative and maintenance staff. To help defer cost of this upgrade, research the availability of grants and consider selling some of the surplus units.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
8304–Communications/Network Infrastructure & Equipment	0	0	410,000	0	0	0	410,000
Grand Total	\$0	\$0	\$410,000	\$0	\$0	\$0	\$410,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	410,000	0	0	0	410,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$410,000	\$0	\$0	\$0	\$410,000

Radio System Assessment and Upgrade

Project #: 65407

Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

Research options to expand Midpen radio coverage to coastal areas, improve radio coverage in selected high use areas, and replace equipment reaching end of life cycle.

FY2019-20 SCOPE

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. Begin to develop a request for proposals.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	56,000	266,000	133,000	0	455,000
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
8304 –Communications/Network Infrastructure & Equipment	0	0	0	374,000	390,000	0	764,000
Grand Total	\$0	\$0	\$56,000	\$640,000	\$523,000	\$0	\$1,219,000

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	56,000	640,000	523,000	0	1,219,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$56,000	\$640,000	\$523,000	\$0	\$1,219,000

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER**Hawthorns Historic Complex Partnership and Lease****Project #: VP06-001****Fund: 20 – Hawthorns Fund****PROJECT DESCRIPTION**

Investigate and potentially develop partnership for long-term re-use, care and maintenance of historic complex. Determine the viability of the proposed partnership with the potential partner (Partner). If viable, retain an historic preservation/architectural consultant to evaluate the Partner's proposed plans for rehabilitation and reuse of the historic complex. Coordinate with Peninsula Open Space Trust (POST) on the development proposal review and consistency with Conservation Easement.

FY2019-20 SCOPE

Review proposed rehabilitation and reuse proposal with Planning and Natural Resources Committee and Board.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	42,000	0	0	0	42,000
8202 –Environmental/Planning Services	0	0	6,000	36,000	0	0	42,000
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$48,000	\$36,000	\$0	\$0	\$84,000

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	48,000	36,000	0	0	84,000
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$48,000	\$36,000	\$0	\$0	\$84,000

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER

Agricultural Workforce Housing – La Honda Creek

Project #: VP07-002

Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

Establish designated agricultural workforce housing to support Midpen’s conservation grazing program.

FY2019-20 SCOPE

Finalize design and secure permits; begin construction. Biomonitoring to be performed.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	25,739	50,000	106,000	0	0	0	181,739
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	21,800	51,000	0	0	0	72,800
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	25,000	243,000	457,000	0	0	725,000
Grand Total	\$25,739	\$96,800	\$400,000	\$457,000	\$0	\$0	\$979,539

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	25,739	96,800	400,000	457,000	0	0	979,539
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$25,739	\$96,800	\$400,000	\$457,000	\$0	\$0	\$979,539

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER**Mt. Umunhum – Radar Tower 2nd Assessment****Project #: VP23-001****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Completion of Mount Umunhum Radar Tower assessment, design, and construction of radar tower repairs. All work is anticipated to be complete by 2020.

FY2019-20 SCOPE

Complete assessment, obtain Board approval on scope of work (future costs beyond FY2019-20 to be determined), and begin construction documents.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	4,704	0	0	0	0	0	4,704
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	330,651	176,500	163,750	0	0	0	670,901
8202–Environmental/Planning Services	0	25,000	0	0	0	0	25,000
8203–Inspection/Construction Monitoring	13,352	0	15,000	0	0	0	28,352
8204–Permitting Fees	0	0	45,000	0	0	0	45,000
8205–Construction	28,100	0	0	0	0	0	28,100
Grand Total	\$376,807	\$201,500	\$223,750	TBD	\$0	\$0	\$802,057
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	376,807	201,500	223,750	0	0	0	802,057
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$376,807	\$201,500	\$223,750	TBD	\$0	\$0	\$802,057

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER

Vehicle and Machinery/Equipment Purchases

Project #: None

Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

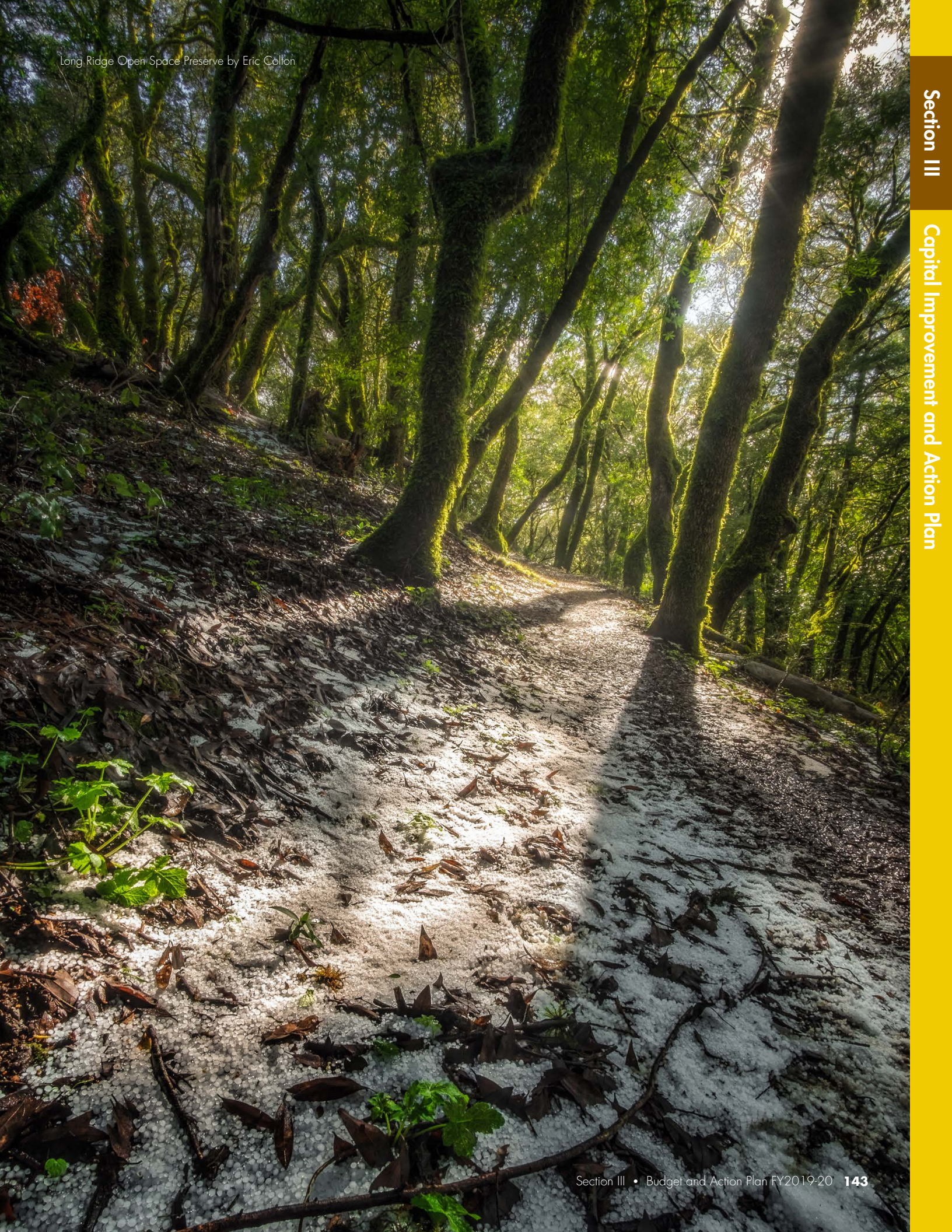
Purchase necessary vehicles and equipment for Administrative and Field Office staff.

FY2019-20 SCOPE

Purchase five replacement vehicles, five additional vehicles, a skip loader, and a mowing tractor.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
8410 –Machinery	339,642	319,390	188,000	320,000	330,000	0	1,497,032
8501 –Vehicles	687,553	512,604	539,500	549,000	647,000	0	2,935,657
Grand Total	\$1,027,195	\$831,994	\$727,500	\$869,000	\$977,000	\$0	\$4,432,689

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	1,027,195	831,994	727,500	869,000	977,000	0	4,432,689
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$1,027,195	\$831,994	\$727,500	\$869,000	\$977,000	\$0	\$4,432,689





Section IV

Department Summaries



Midpen Staff by Erin Ashford



Department Overview

Midpen is structured to deliver on project commitments in support of Midpen's mission and goals and is organized by function into three business lines: Project Planning and Delivery, Visitor and Field Services, and Administrative Services. All business lines report to the General Manager and are structured as follows:

Administrative Services

Budget and Analysis

Finance

Grants

Human Resources

Information Systems and Technology

Procurement

Project Planning and Delivery

Engineering and Construction

Planning

Real Property

Public Affairs

Visitor and Field Services

Land and Facilities

Natural Resources

Visitor Services

This section identifies each of Midpen's departments, their mission and core function, staffing levels, objectives, performance metrics, and proposed FY2019-20 budget.

Administrative Services

MISSION STATEMENT

Provide overall financial, human resources, information systems and other administrative support to serve Midpen's mission and goals.

CORE FUNCTIONS

Provide financial management, budgeting and accounting services.

Administer Human Resources Programs and coordinate employee relations activities.

Manage Midpen's Information Technology and Geographic Information Systems and services.

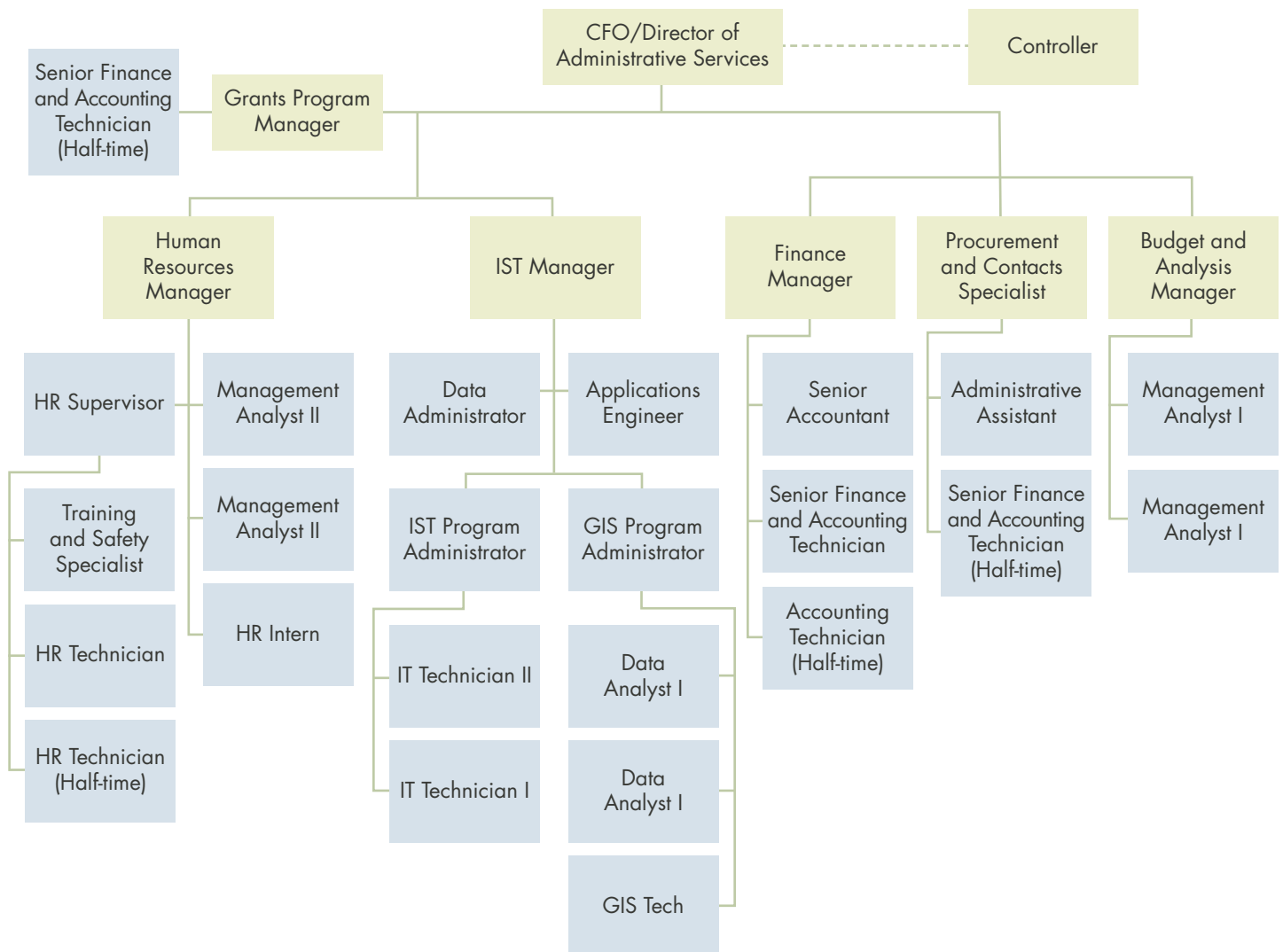
Provide Midpen with an overall IT strategy that fosters organizational innovation and efficiencies.

Provide office management and public reception/customer service at the Administrative Office.

Coordinate grants applications, award and compliance.

Manage Midpen procurement.

Organizational Chart



Staffing Levels

Position	FY2016-17 Adopted FTE	FY2017-18 Adopted FTE	FY2018-19 Amended FTE	FY2019-20 Proposed FTE	Change from FY2018-19 Modified
Accounting Technician	0.5	0.5	0.5	0.5	0
Administrative Assistant	1	1	1	1	0
Applications Engineer	0	0	1	1	0
Budget & Analysis Manager	1	1	1	1	0
Controller	0.25	0.25	0.25	0.25	0
Data Administrator	1	1	1	1	0
Data Analyst	2	2	2	2	0
Finance Manager	1	1	1	1	0
GIS Program Administrator	1	1	1	1	0
GIS Intern	0.5	0.5	0	0	0
GIS Technician	0	0	1	1	0
Grants Program Manager (formerly Grants Specialist)	1	1	1	1	0
Human Resources Intern	0	0	0.5	0.5	0
Human Resources Manager	1	1	1	1	0
Human Resources Supervisor	1	1	1	1	0
Human Resources Technician	1.5	1.5	1.5	1.5	0
IST Manager	1	1	1	1	0
IT Program Administrator	1	1	1	1	0
IT Technician I	0	0	1	1	0
IT Technician II	1	1	1	1	0
Management Analyst I	1	1	2	2	0
Management Analyst II	3	3	2	2	0
Procurement & Contracts Specialist	1	1	1	1	0
Sr. Accountant	1	1	1	1	0
Sr. Accounting Technician	2	2	1	2	1
Training & Safety Specialist	1	1	1	1	0
Total FTE	24.75	24.75	26.75	27.75	1

Administrative Services aligns project deliverables to Midpen's Strategic Plan Goals and Objectives primarily through:

Goal 3 – Strengthen organizational capacity to fulfill the mission

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

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 3 & 4	50004	Budget Management Software	FY2021
Goal 3 & 4	51701	Work Order & Asset Management System Phase II	FY2021
Goal 3 & 4	51703	Real Property Database	FY2021
Goal 3	Operating	Citation Management System	FY2021
Goal 3	Operating	SharePoint – Document Management System Phase I	FY2020

For the full statement of Midpen's Strategic Plan Goals and Objectives, see page 6; project details are included in Section III.

Performance Metrics

Strategic Plan Linkage	Indicator	FY2017-18 Actuals	FY2018-19 Target	FY2019-20 Target
Goal 3	Number of job recruitments completed	34	32	32
Goal 3	Employee turnover rate	11%	<10%	<10%
Goal 3	Number of in-house trainings provided to employees	129	128	129
Goal 3	Percent of FTEs using web and mobile enterprise GIS	N/A	15%	30%
Goal 3	Percent of District critical data backed up off site	N/A	50%	100%
Goal 3	Percent of total District files in Office 365	N/A	10%	25%
Goal 4	Percent spent of final adjusted budget	90%	90%	90%
Goal 4	General Fund Reserve Balance Policy Target Met	Yes	Yes	Yes
Goal 4	Legal Debt Limit Not Exceeded	Yes	Yes	Yes
Goal 4	Budget Book Receives GFOA Award for Distinguished Budget Presentation	Yes	Yes	Yes
Goal 4	CAFR Issued with Unmodified Opinion	Yes	Yes	Yes
Goal 4	Obtain GFOA Award of Excellence in Financial Reporting for the CAFR	Yes	Yes	Yes
Goal 4	Credit Rating from Moody's and Standard and Poor's	AAA	AAA	AAA
Goal 4	Percent of Invoice Payments Electronic	N/A	10%	40%

Budget

Midpen Budget by Expenditure Category	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Budget	\$ Change from FY2018-19 Amended Budget	% Change from FY2018-19 Amended Budget
Administrative Services					
Salaries and Benefits	\$4,111,598	\$4,688,387	\$4,973,351	\$284,964	6%
Services and Supplies	1,383,502	1,390,255	1,750,108	359,853	26%
Total Operating Expenditures	5,495,099	6,078,624	6,723,459	644,817	11%
General Fund Capital	0	310,000	80,000	(230,000)	-74%
Measure AA Capital	0	0	0	0	0%
Total Capital Expenditures	0	310,000	80,000	(230,000)	-74%
Total Administrative Services Expenditures	5,495,099	\$6,388,642	\$6,803,459	\$414,817	7%



Russian Ridge Open Space Preserve by Stephanie Richardson

Engineering and Construction Department

MISSION STATEMENT

Implement large-scale capital projects to improve and maintain Midpen's infrastructure and facilities that are necessary to facilitate ecologically sensitive and safe public access and ongoing stewardship and care for the land.

CORE FUNCTIONS

Oversee and manage the design and engineering, permitting, bidding, and construction of large-scale capital improvement projects.

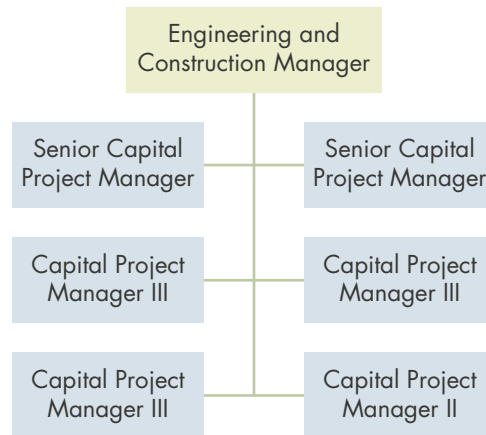
Provide design, project management, construction management and/or construction oversight of large-scale capital projects.

Ensure that capital projects comply with all necessary requirements and regulations related to construction, including building code requirements, mitigation measures, permit conditions and federal regulations.

Develop and assist with cost estimations and constructability assessments during the planning, scoping and early design phase of capital projects.

Stay abreast of current codes and construction regulations, and ensure Midpen's construction standards remain current.

Organizational Chart



Staffing Levels

Position	FY2016-17 Adopted FTE	FY2017-18 Adopted FTE	FY2018-19 Amended FTE	FY2019-20 Proposed FTE	Change from FY2018-19 Modified
Manager	1	1	1	1	0
Senior Capital Project Manager	0	2	2	2	0
Capital Project Manager II	1	1	1	1	0
Capital Project Manager III	3	3	3	3	0
Total FTE	5	7	7	7	0

Engineering and Construction aligns project deliverables to Midpen’s Strategic Plan Goals and Objectives primarily through:

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

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

Goal 3 – Strengthen organizational capacity to fulfill the mission

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



Windy Hill Open Space Preserve by Kate Pittman

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 3 & 4	31202	Administrative Office (AO) Facility	FY2022
Goal 3 & 4	31601	South Area Field Office	FY2020
Goal 2	31901	ADA Barrier Removal	FY2024
Goal 3 & 4	35004	Sierra Azul Ranger Residence	FY2021
Goal 2	MAA02-002	Ravenswood Bay Trail Design and Implementation	FY2023
Goal 2	MAA03-002	Purisima Upland Site Clean Up and Soil Remediation Assessment	FY2021
Goal 4	MAA05-008	La Honda Creek White Barn Structural Rehabilitation	FY2020
Goal 4	MAA05-009	La Honda Creek Redwood Cabin Stabilization and Assessment	FY2022
Goal 1	MAA09-003	Russian Ridge Mindego Pond Improvement	FY2021
Goal 1	MAA11-002	Rancho San Antonio – Deer Hollow Farm – White Barn Rehabilitation	FY2020
Goal 2	MAA17-002	Lyson's Dispositions at Monte Bello	FY2020
Goal 2	MAA21-003	Bear Creek Redwoods Water System	FY2020
Goal 2	MAA21-005	Bear Creek Redwoods Public Access	FY2022
Goal 2	MAA21-006	Bear Creek Redwoods – Alma College Cultural Landscape Rehabilitation Project	FY2021
Goal 1	MAA21-008	Bear Creek Redwoods – Ponds Restoration and Water Rights	FY2021
Goal 1	VP07-002	Agricultural Workforce Housing – La Honda Creek	FY2021
Goal 2 & 4	VP23-001	Mt. Umunhum – Radar Tower 2nd Assessment	FY2020
Goal 3	VP23-002	Traffic Study for Mt. Um Road	FY2020
Goal 1	VP25-001	Sierra Azul Loma Prieta Land Conservation	FY2020

For the full statement of Midpen's Strategic Plan Goals and Objectives, see page 6; project details are included in Section III.

Performance Metrics

Strategic Plan Linkage	Indicator	FY2017-18 Actuals	FY2018-19 Target	FY2019-20 Target
Goal 4	Percent of projects finished within Board approved budget (base bid and contingency)	100%	80%	80%
Goal 4	Percent of projects finished within schedule indicated at the time of award of contract	75%	80%	80%

Budget

Midpen Budget by Expenditure Category	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Budget	\$ Change from FY2018-19 Amended Budget	% Change from FY2018-19 Amended Budget
Engineering and Construction					
Salaries and Benefits	\$744,401	\$1,044,904	\$1,104,405	\$59,501	6%
Less: MAA Reimbursable Staff Costs	(174,767)	(207,668)	(295,426)	(87,758)	42%
Net Salaries and Benefits	569,634	837,236	808,979	(28,257)	-3%
Services and Supplies	456,576	170,551	79,023	(91,528)	-54%
Total Operating Expenditures	1,026,210	1,007,787	888,002	(119,785)	-12%
General Fund Capital	343,829	1,424,900	2,745,470	1,320,570	93%
Measure AA Capital	5,747,713	5,684,982	6,361,226	676,244	12%
Total Capital Expenditures	6,091,542	7,109,882	9,106,696	1,996,814	28%
Total Engineering and Construction Expenditures	\$7,117,752	\$8,117,669	\$9,994,698	\$1,877,029	23%



Picchetti Ranch Open Space Preserve by Christine Clarke

Office of the General Counsel

MISSION STATEMENT

Provide legal services and counsel to the Board of Directors, committees and Midpen departments.

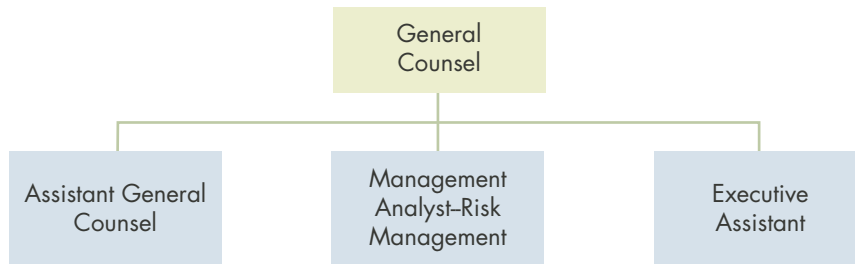
CORE FUNCTIONS

Provide legal review and advice to the Midpen Board and staff.

Represent Midpen in litigation and legal matters with outside agencies.

Administer Midpen's risk management program.

Organizational Chart



Rancho San Antonio Open Space Preserve by Jill Tierney

Staffing Levels

Position	FY2016-17 Adopted FTE	FY2017-18 Adopted FTE	FY2018-19 Amended FTE	FY2019-20 Proposed FTE	Change from FY2018-19 Modified
General Counsel	1	1	1	1	0
Assistant General Counsel	1	1	1	1	0
Management Analyst – Risk Management	0.5	0.5	0.5	0.5	0
Executive Assistant	0	0	1	1	0
Total FTE	2.5	2.5	3.5	3.5	0

General Counsel aligns project deliverables to Midpen’s Strategic Plan Goals and Objectives primarily through:

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

Goal 3 – Strengthen organizational capacity to fulfill the mission

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 1	Operating	Assist with land preservation projects on the San Mateo County Coast	FY2023
Goal 3	Operating	Facilitate use of Design Build contract for Mindego Pond restoration and potential future projects	FY2021
Goal 1	Operating	Water resources program–develop legal strategies to improve sustainable watersheds	Ongoing

For the full statement of Midpen’s Strategic Plan Goals and Objectives, see page 6; project details are included in Section III.

Budget

Midpen Budget by Expenditure Category	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Budget	\$ Change from FY2018-19 Amended Budget	% Change from FY2018-19 Amended Budget
General Counsel					
Salaries and Benefits	\$428,022	\$439,555	\$657,770	\$218,215	50%
Services and Supplies	170,416	176,685	94,650	(82,035)	-46%
Total Operating Expenditures	598,438	616,240	752,420	136,180	22%
Total General Counsel Expenditures	\$598,438	\$616,240	\$752,420	\$136,180	22%

Office of the General Manager

MISSION STATEMENT

Responsible for the overall operation of Midpen. Under policy direction from the Board of Directors, the General Manager carries out Midpen’s adopted Strategic Plan goals and objectives and Vision Plan Priority Actions and works through the executive team to provide leadership, direction, resources and tools to Midpen departments to ensure effective, efficient, and financially-prudent project and service delivery for public benefit.

CORE FUNCTIONS

Provide leadership, oversight and direction for Midpen functions.

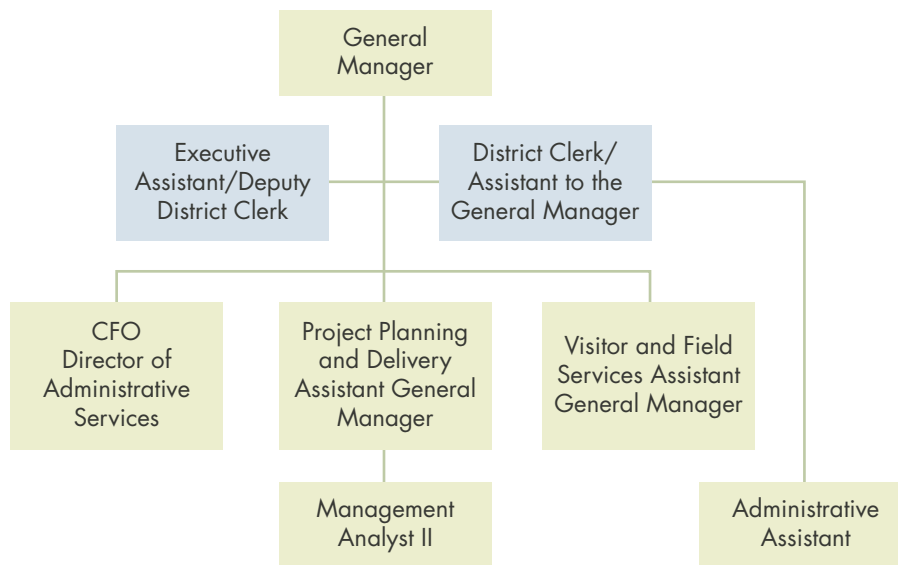
Accomplish the goals and objectives set out in the Board of Directors Strategic Plan.

Implement Midpen’s Vision Plan Priority Actions.

Ensure that Midpen’s policies and procedures are fiscally sustainable.

Provide legislative support to the Board of Directors, including duties associated with the Board of Directors’ agenda and actions, officiating all Midpen elections and maintaining all official records.

Organizational Chart



Staffing Levels

Position	FY2016-17 Adopted FTE	FY2017-18 Adopted FTE	FY2018-19 Amended FTE	FY2019-20 Proposed FTE	Change from FY2018-19 Modified
Administrative Assistant	1	1	1	1	0
Assistant General Manager	2	2	2	2	0
Chief Financial Officer	1	1	1	1	0
District Clerk/Assistant to General Manager	1	1	1	1	0
Executive Assistant/Deputy Clerk	1	1	1	1	0
General Manager	1	1	1	1	0
Management Analyst II	1	1	1	1	0
Total FTE	8	8	8	8	0

The General Manager aligns project deliverables to Midpen's Strategic Plan Goals and Objectives primarily through:

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

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

Goal 3 – Strengthen organizational capacity to fulfill the mission

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

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 1 & 4	VP06-001	Hawthorns Historic Complex Partnership and Lease	FY2021
Goal 2	VP38-001	Cooley Landing Park Business and Operation Plan	FY2020
Goal 2	Operating	Cooley Landing Site Use Agreements	FY2020
Goal 1 & 3	Operating	Emergency/Disaster Preparedness Response and Recovery Plan	FY2021
Goal 2	Operating	Preserve Use Survey Implementation	FY2020
Goal 3	Operating	Records Management	FY2022
Goal 1	Operating	San Mateo County Master Permit	FY2021
Goal 2	Operating	Support Diversity Initiatives and Outreach	Ongoing

For the full statement of Midpen's Strategic Plan Goals and Objectives, see page 6; project details are included in Section III.

Performance Metrics

Strategic Plan Linkage	Indicator	FY2017-18 Actuals	FY2018-19 Target	FY2019-20 Target
Goal 1	Measure the timeliness of biweekly reports to allow for up to date communications with the Board and staff	96%	95%	95%
Goal 1	Number of public meetings held per year	40	65	60
Goal 1	Number of meetings held with partner agencies/stakeholders by members of GMO staff and Board members	65	50	65
Goal 3	Number of resolutions adopted	46	50	50

Budget

Midpen Budget by Expenditure Category	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Budget	\$ Change from FY2018-19 Amended Budget	% Change from FY2018-19 Amended Budget
General Manager					
Salaries and Benefits	\$1,251,527	\$1,578,121	\$1,647,485	\$69,364	4%
Services and Supplies	201,941	1,021,620	450,325	(571,295)	-56%
Total Operating Expenditures	1,453,468	2,599,741	2,097,810	(501,931)	-19%
Total General Manager Expenditures	\$1,453,468	\$2,599,741	\$2,097,810	\$(501,931)	-19%

Land and Facilities Services Department

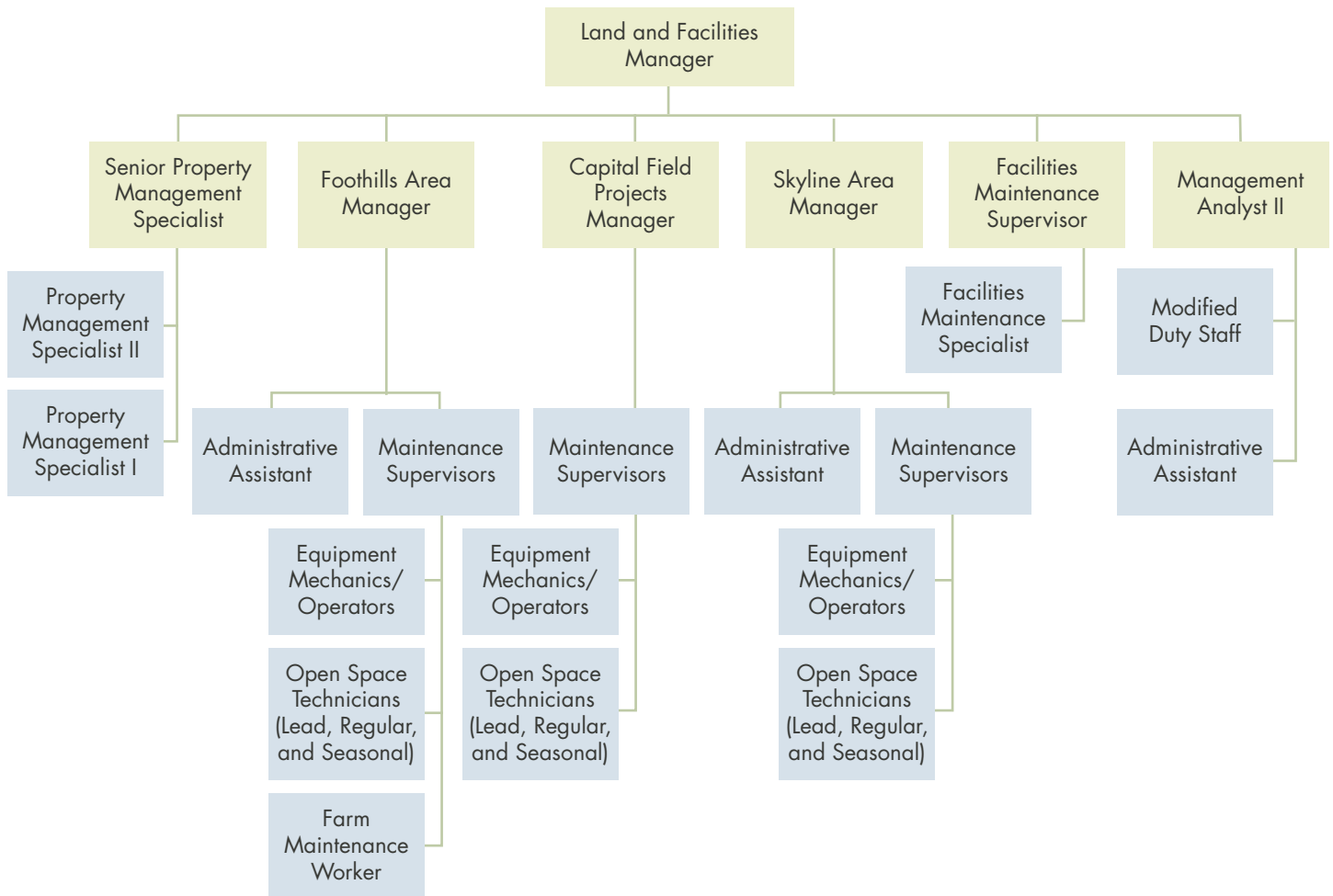
MISSION STATEMENT

Improve, restore and maintain Midpen lands in a manner that ensures protection and stewardship of the lands, that provides public access to explore and enjoy the lands, and that is consistent with ecological values and public safety. Provide and maintain Midpen facilities and trails for public use, field and administrative facilities for staff use, and rentals. Manage grazing, agricultural and other facility leases to support Midpen’s mission.

CORE FUNCTIONS

- _____
Maintain and construct an enjoyable and sustainable trail system.
- _____
Provide in-the-field services to protect and restore natural resources.
- _____
Protect public health and safety through fire prevention and safe access.
- _____
Foster neighbor, partner, and jurisdictional-oversight agency relationships and engage in multi-stakeholder efforts to further Midpen goals.
- _____
Maintain Midpen facilities to ensure safety, comfort and the public’s enjoyment.
- _____
Manage grazing, agricultural and other facility leases to further Midpen goals.
- _____
Provide and maintain field and administrative facilities for staff use.
- _____
Manage revenue-producing properties.

Organizational Chart



Staffing Levels

Position	FY2016-17 Adopted FTE	FY2017-18 Adopted FTE	FY2018-19 Amended FTE	FY2019-20 Proposed FTE	Change from FY2018-19 Modified
Administrative Assistant	3	3	3	3	0
Area Manager	2	2	2	2	0
Capital Projects Field Manager	1	1	1	1	0
Equipment Mechanic/Operator	6	6	7	7	0
Facilities Maintenance Specialist	0	1	1	1	0
Facilities Maintenance Supervisor	1	1	1	1	0
Farm Maintenance Worker	1	1	1	1	0
Land and Facilities Manager	1	1	1	1	0
Lead Open Space Technician	5	6	6	7	1
Maintenance Supervisor	5	6	6	6	0
Management Analyst II	1	1	1	1	0
Open Space Technician	14	15	15	15	0
Property Management Specialist I	1	1	1	1	0
Property Management Specialist II	1	1	1	1	0
Seasonal Open Space Technician	8.3	8.3	8.3	8.3	0
Senior Property Management Specialist	1	1	1	1	0
Total FTE	51.3	55.3	56.3	57.3	1

Land and Facilities aligns project deliverables to Midpen's Strategic Plan Goals and Objectives primarily through:

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

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

Goal 3 – Strengthen organizational capacity to fulfill the mission

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

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 2	31901	ADA Barrier Removal	FY2024
Goal 4	61002	Russian Ridge – Quam Residence Driveway Improvement	FY2021
Goal 1	61006	Big Dipper Ranch Spring Work, Skyline Ridge	FY2020
Goal 1	61008	Los Trancos – Page Mill Eucalyptus Removal	FY2021
Goal 4	61009	Russian Ridge – Bergman Residences Reconstruction	FY2021
Goal 1	61010	Toto Ranch Well Drilling and Construction, Tunitas Creek	FY2020
Goal 1	61011	Install Solar Panels at Skyline Field Office	FY2020
Goal 1 & 4	61012	Toto Barn Roof Repair	FY2020
Goal 1 & 4	61013	Toto Ranch Perimeter Fence Repair	FY2020
Goal 1	MAA03-003	Purisima Creek Fence Construction, Purisima Creek Redwoods	FY2020
Goal 2	MAA04-004	El Corte de Madera Oljon Trail Implementation	FY2020
Goal 1	MAA05-002	Upper La Honda Creek Grazing Infrastructure	FY2020
Goal 2	MAA07-011	Lower La Honda Creek Phase II Loop Trails	FY2021
Goal 2 & 4	MAA10-001	Alpine Road Regional Trail, Coal Creek	FY2022
Goal 2 & 4	MAA21-011	Phase II Trail Improvements, Bear Creek Redwoods OSP	FY2022
Goal 2 & 4	VP33-001	Purisima Creek Redwoods Bridge 1 Redecking	FY2020
Goal 4	Operating	Paint La Honda Creek Red Barn	FY2020
Goal 4	Operating	South Area Outpost/Residence Driveway Repaving	FY2020
Goal 1	Operating	Wildfire Fuel Reduction Projects & SJCC Fuel Reduction Contract Work	Ongoing
Goal 3	N/A	Vehicle and Machinery/Equipment Purchases	Ongoing

For the full statement of Midpen's Strategic Plan Goals and Objectives, see page 6; project details are included in Section III.

Performance Metrics

Strategic Plan Linkage	Indicator	FY2017-18 Actuals	FY2018-19 Target	FY2019-20 Target
Goal 2	Number of miles of single-track trail brushed	N/A	73	78
Goal 2	Number of miles of trails built	N/A	4	2

Budget

Midpen Budget by Expenditure Category	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Budget	\$ Change from FY2018-19 Amended Budget	% Change from FY2018-19 Amended Budget
Land and Facilities					
Salaries and Benefits	\$5,342,410	\$6,210,371	\$6,649,054	\$438,683	7%
Less: MAA Reimbursable Staff Costs	(540,717)	(633,913)	(146,119)	487,794	- 77%
Net Salaries and Benefits	4,801,693	5,576,458	6,502,935	926,477	17%
Services and Supplies	2,966,878	3,741,625	3,803,987	62,362	2%
Total Operating Expenditures	7,768,570	9,318,083	10,306,922	988,839	11%
Services and Supplies	24,277	53,500	92,200	38,700	72%
Total Hawthorns Expenditures	24,277	53,500	92,200	38,700	72%
General Fund Capital	1,372,779	1,844,651	2,372,125	527,474	29%
Measure AA Capital	719,228	1,664,849	935,169	(729,680)	- 44%
Total Capital Expenditures	2,092,007	3,509,500	3,307,294	(202,206)	- 6%
Total Land and Facilities Expenditures	\$9,884,854	\$12,881,083	\$13,706,416	\$825,333	6%



Long Ridge Open Space Preserve by Eric Colton

Natural Resources Department

MISSION STATEMENT

Protect and restore the natural diversity and integrity of Midpen's resources for their value to the environment and the public, and provide for the use of the preserves consistent with resource protection.

CORE FUNCTIONS

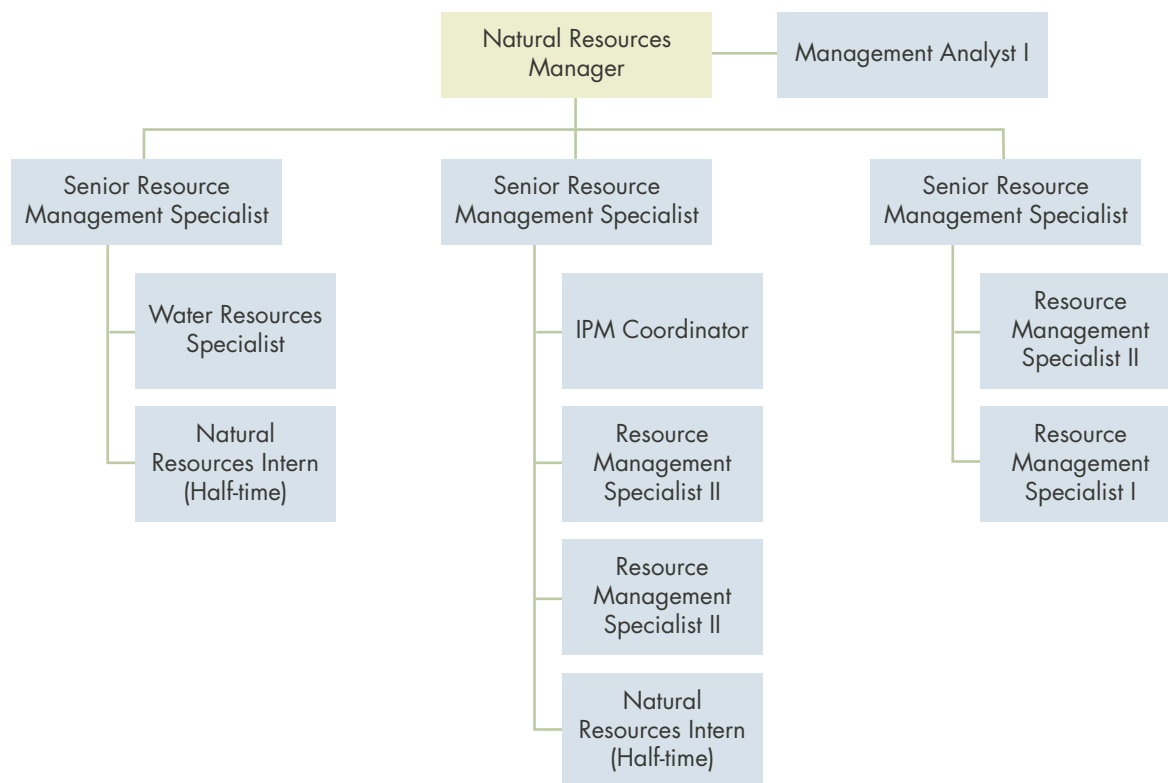
Plan, implement and design projects to protect and restore the natural resources.

Comply with the California Environmental Quality Act (CEQA) and resource agency regulation requirements.

Work with other entities to obtain funding, plan for, and protect Midpen and regional natural resources.

Steward Midpen working landscapes to protect natural resource values and provide sustainable agricultural uses.

Organizational Chart



Staffing Levels

Position	FY2016-17 Adopted FTE	FY2017-18 Adopted FTE	FY2018-19 Amended FTE	FY2019-20 Proposed FTE	Change from FY2018-19 Modified
Manager	1	1	1	1	0
Senior Resource Management Specialist	2	2	3	3	0
Resource Management Specialist III	1	1	0	0	0
Resource Management Specialist II	1	3	3	3	0
Resource Management Specialist I	2	1	1	1	0
Water Resources Specialist	1	1	1	1	0
Management Analyst I (formerly Climate Resiliency Fellow)	0	1	1	1	0
Integrated Pest Management Coordinator	1	1	1	1	0
Natural Resources Intern*	1	1	1	1	0
Senior Finance and Budget Technician	1	0	0	0	0
Total FTE	11	12	12	12	0

*Two Natural Resources Interns, each at half-time.



Bear Creek Redwoods Open Space Preserve by Midpen Staff

Natural Resources aligns project deliverables to Midpen’s Strategic Plan Goals and Objectives primarily through:

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

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

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 1	80054	Badger/Burrowing Owl Habitat Assessment	FY2021
Goal 1	80056	Cherry Springs Lake Infrastructure Operations Plan	FY2020
Goal 1	80057	Climate Action Plan Implementation	FY2025
Goal 1	80060	Marbled Murrelet Recovery Planning	FY2021
Goal 1	80063	San Mateo County Vegetation Map	FY2020
Goal 1	80065	IPM Implementation of Santa Clara Valley Water District Grant	FY2022
Goal 1	80003-10	Wildland Fire Program Development	FY2022
Goal 1	80034-44	Programmatic Permitting	FY2020
Goal 1	MAA20-001	Wildlife Corridor: Highway 17 Crossing	FY2024
Goal 1	MAA21-007	Bear Creek Redwoods Preserve Plan: Invasive Weed Treatment and Restoration	FY2020
Goal 1	MAA21-010	Bear Creek Redwoods Landfill Characterization and Remediation	FY2021
Goal 1	MAA21-012	Bear Creek Redwoods Tree Restoration	FY2024
Goal 1	MAA22-001	Hendrys Creek Property Land Restoration	FY2020
Goal 1	MAA23-004	Mount Umunhum Summit Restoration, Parking, and Landing Zone	FY2020
Goal 1	VP04-002	El Corte de Madera Creek Watershed Protection Plan Sediment Science	FY2021
Goal 1	VP15-002	Restoration Forestry Demonstration Project	FY2021
Goal 1	VP15-004	Lower San Gregorio Floodplain Restoration	FY2020
Goal 1	VP32-003	Toto Ponds Management Planning	FY2025
Goal 2	Operating	Archaeological Resource Survey, Assessment, Curation	FY2022
Goal 3	Operating	Climate Resiliency Planning	FY2020
Goal 1	Operating	Formation of Science Advisory Panel	FY2020
Goal 1	Operating	Review of Agricultural Policy	FY2020
Goal 1	Operating	Russian Ridge Rangeland Management Plan	FY2020
Goal 1	Operating	Stevens Creek Shoreline Nature Study Area Feasibility Study	FY2021
Goal 1	Operating	Wildlife and Livestock Protection Policy	FY2020
Goal 3	Operating	Wildlife updates to Maintenance and Ranger Operations Manuals	FY2020

For the full statement of Midpen’s Strategic Plan Goals and Objectives, see page 6; project details are included in Section III.

Performance Metrics

Strategic Plan Linkage	Indicator	FY2017-18 Actuals	FY2018-19 Target	FY2019-20 Target
Goal 1	Proportion of special status species managed: Enhance habitat for a majority of rare, threatened, or endangered plant and animal species found on Midpen lands	64%	70%	70%
Goal 1	Acres managed: Enhance environmental quality by treating Midpen lands for invasive weeds, restoring degraded sites and managing wildland fire fuels	57% of Acreage specified in annual IPM Plan	80% of Acreage specified in annual IPM Plan	70% of Acreage specified in annual IPM Plan

Budget

Midpen Budget by Expenditure Category	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Budget	\$ Change from FY2018-19 Amended Budget	% Change from FY2018-19 Amended Budget
Natural Resources					
Salaries and Benefits	\$1,400,565	\$1,563,174	\$1,674,307	\$111,133	7%
Less: MAA Reimbursable Staff Costs	0	(24,804)	(30,150)	(5,346)	22%
Net Salaries and Benefits	1,400,565	1,538,370	1,644,157	105,787	7%
Services and Supplies	969,414	2,099,701	3,235,389	1,135,688	54%
Total Operating Expenditures	2,369,979	3,638,071	4,879,546	1,241,475	34%
General Fund Capital	0	51,133	160,000	108,867	213%
Measure AA Capital	497,401	912,083	947,150	35,067	4%
Total Capital Expenditures	497,401	963,216	1,107,150	143,934	15%
Total Natural Resources Expenditures	\$2,867,380	\$4,601,287	\$5,986,696	\$1,385,409	30%



Russian Ridge Open Space Preserve by Vedyia Konda

Planning Department

MISSION STATEMENT

Respecting the natural diversity and integrity of Midpen's resources, work with and encourage public and private agencies to preserve, maintain and enhance open space; work cooperatively with other governmental agencies and community organizations to facilitate planning and development of recreation facilities and of public use; encourage public input and involvement in Midpen's decision-making process and other activities; participate in the public review processes of land use plans of other agencies and development proposals that affect Midpen's mission; and follow management policies for quality care of the land and provision of public access appropriate to the nature of the land, and consistent with ecological values and public safety.

CORE FUNCTIONS

Oversee and manage projects for public access, staff facilities and stewardship of cultural and historic resources through scoping, feasibility, programming early design, and land use permitting.

Provide ongoing planning support during final design, permitting and project construction.

Develop and maintain current and long-range use and management plans, policies and procedures for Preserves.

Comply with all applicable federal, state, and local codes and regulations, and permitting requirements for project planning and early design (e.g. California Environmental Quality Act, American for Disabilities Act, National Preservation Act, etc.).

Seek partnership opportunities, new grant and other funding sources to further Midpen's mission, Vision Plan, Strategic Plan goals and leverage Measure AA funding.

Participate in long-term, multi-year regional planning and coordination efforts (e.g. San Francisco Bay Trail, Bay Area Ridge Trail, Juan Bautista de Anza National Historic Trail, etc.) for a regionally integrated approach to open space preservation and public access.

Engage the public and partner agencies in Midpen's planning activities.

Plan and design signage for preserves and trails.

Review external planning activities and projects that may affect Midpen's interests.

Comply with and document long-term mitigation and monitoring requirements for public access projects.

Provide accessibility review of new public access improvement plans.

Organizational Chart



Staffing Levels

Position	FY2016-17 Adopted FTE	FY2017-18 Adopted FTE	FY2018-19 Amended FTE	FY2019-20 Proposed FTE	Change from FY2018-19 Modified
Manager	1	1	1	1	0
Senior Planner	2	2	2	2	0
Planner III	2	3	3	3	0
Planner II	3	3	3	2	-1
Planner I	1	1	1	2	1
Administrative Assistant*	1	1	1	1	0
Total FTE	10	11	11	11	0

*Administrative Assistant is shared with Engineering and Construction, but budgeted within the Planning Department.

Planning aligns project deliverables to Midpen's Strategic Plan Goals and Objectives primarily through:

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

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

Goal 3 – Strengthen organizational capacity to fulfill the mission

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

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 2	31901	ADA Barrier Removal	FY2024
Goal 1 & 2	MAA06-002	Hawthorns Public Access Site Plan and CEQA	FY2022
Goal 1 & 2	MAA18-002	Saratoga-to-Sea Regional Trail Connection	FY2021
Goal 1 & 2	MAA20-002	Bay Area Ridge Trail: Highway 17 Crossing	FY2023
Goal 2	MAA21-004	Bear Creek Stables Site Plan Implementation	FY2020
Goal 2 & 4	MAA21-011	Phase II Trail Improvements, Bear Creek Redwoods OSP	FY2022
Goal 2	MAA22-004	Beatty Parking Area and Trail Connections	FY2023
Goal 2	VP05-002	La Honda Creek Parking and Trailhead Access Feasibility Study (former Red Barn)	FY2021
Goal 1 & 4	VP06-001	Hawthorns Historic Complex Partnership and Lease	FY2020
Goal 1 & 2	VP11-001	Rancho San Antonio (RSA) Multimodal Access Study	FY2020
Goal 1 & 2	VP20-001	Highway 17 Area Regional Trail Connections	FY2024
Goal 1 & 2	Operating	Basic Policy Update	FY2021
Goal 1	Operating	Historic Resources Policy Development	FY2021
Goal 2	Operating	Regional Trails Planning and Coordination	FY2020
Goal 2	Operating	Stevens Creek Trail Signage	FY2020

For the full statement of Midpen's Strategic Plan Goals and Objectives, see page 6; project details are included in Section III.

Performance Metrics

Strategic Plan Linkage	Indicator	FY2017-18 Actuals	FY2018-19 Target	FY2019-20 Target
Goal 1	Number of projects leveraged with partnerships	TBD	90% of annual target (Target 8 projects)	90% of annual target (Target 3 projects)
Goal 2	Complete self-evaluation and transition plan update to prioritize barrier removals for improved access to and use of open space preserves for persons with disabilities and visitors of diverse age groups.	TBD	Complete ADA Transition Plan Update by the end of FY18-19	N/A
Goal 3	% of planning milestones completed for a project	TBD	90% of annual target (Target 6 project milestones)	90% of annual target (Target 6 project milestones)

Budget

Midpen Budget by Expenditure Category	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Budget	\$ Change from FY2018-19 Amended Budget	% Change from FY2018-19 Amended Budget
Planning					
Salaries and Benefits	\$1,205,190	\$1,485,617	\$1,553,224	67,607	5%
Less: MAA Reimbursable Staff Costs	(15,217)	0	0	0	0%
Net Salaries and Benefits	1,189,973	1,485,617	1,553,224	67,607	5%
Services and Supplies	134,240	238,729	225,944	(12,785)	- 5%
Total Operating Expenditures	1,324,213	1,724,346	1,779,168	54,822	3%
Hawthorns Capital	16,135	0	48,000	48,000	
Total Hawthorns Expenditures	16,135	0	48,000	48,000	
General Fund Capital	76,286	336,500	87,500	(249,000)	- 74%
Measure AA Capital	1,245,018	2,155,168	1,190,600	(964,568)	- 45%
Total Capital Expenditures	1,321,304	2,491,668	1,278,100	(1,213,568)	- 49%
Total Planning Expenditures	\$2,661,652	\$4,216,014	\$3,105,268	(\$1,110,746)	- 26%



Russian Ridge Open Space Preserve by Julia Davies

Public Affairs Department

MISSION STATEMENT

Educate and make clearly visible to the public the purposes and actions of Midpen, and actively encourage public input and involvement in Midpen’s decision-making process and other activities.

CORE FUNCTIONS

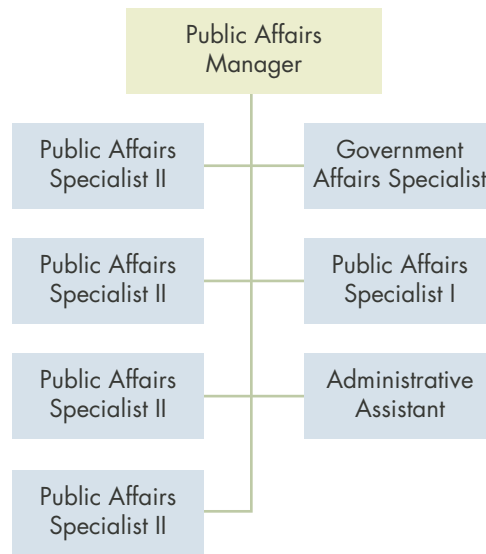
Maximize public awareness and understanding of Midpen and its activities.

Engage the public through outreach and communication efforts that educate and involve the community and expand the Midpen’s capacity to reach diverse audiences.

Collect and evaluate constituent feedback and recommend action.

Review and recommend legislation that affects and/or benefits Midpen’s ability to carry out its mission.

Organizational Chart



Staffing Levels

Position	FY2016-17 Adopted FTE	FY2017-18 Adopted FTE	FY2018-19 Amended FTE	FY2019-20 Proposed FTE	Change from FY2018-19 Modified
Administrative Assistant	1	1	1	1	0
Communications Supervisor	1	0	0	0	0
Community Outreach Specialist	1	0	0	0	0
Governmental Affairs Specialist	1	1	1	1	0
Public Affairs Assistant	1	0	0	0	0
Public Affairs Intern	0	1	1	0	-1
Public Affairs Manager	1	1	1	1	0
Public Affairs Specialist I	0	1	1	1	0
Public Affairs Specialist II	2	3	3	4	1
Total FTE	8	8	8	8	0

Public Affairs aligns project deliverables to Midpen's Strategic Plan Goals and Objectives primarily through:

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

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

Goal 3 – Strengthen organizational capacity to fulfill the mission

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

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 2 & 3	40011	Redesign Website	FY2021
Goal 1, 2, 3 & 4	Operating	Implement Strategic Communications Plan	FY2020
Goal 1	Operating	Roll out Branding and Style Guide	FY2020
Goal 2	Operating	Benchmark Community Awareness & Sentiment Research	FY2020
Goal 1	Operating	Pursue Potential Legislative Initiatives	FY2020
Goal 1, 2 & 4	Operating	Celebrate 5 years of Measure AA Accomplishments	FY2020
Goal 1, 2 & 3	Operating	Expand Youth Outreach & Explore Senior Outreach	FY2020

For the full statement of Midpen's Strategic Plan Goals and Objectives, see page 6; project details are included in Section III.

Performance Metrics

Strategic Plan Linkage	Indicator	FY2017-18 Actuals	FY2018-19 Target	FY2019-20 Target
Goal 2	Number of individuals reached through Youth Engagement Program	N/A	1,000	6,000
Goal 2	Number of earned news stories about Midpen	N/A	100	50
Goal 2	Number of incoming information requests/complaints answered within 2 business days leveraging new Customer Response Management system	N/A	90%	90%
Goal 2	Number of website visits	589,280	525,000	500,000

Budget

Midpen Budget by Expenditure Category	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Budget	\$ Change from FY2018-19 Amended Budget	% Change from FY2018-19 Amended Budget
Public Affairs					
Salaries and Benefits	\$869,987	\$991,697	\$1,116,318	\$124,621	13%
Services and Supplies	691,646	818,313	902,209	83,896	10%
Total Operating Expenditures	1,561,633	1,810,010	2,018,527	208,517	12%
Total Public Affairs Expenditures	\$1,561,633	\$1,810,010	\$2,018,527	\$208,517	12%

Real Property Department

MISSION STATEMENT

Purchase or otherwise acquire interest in strategic open space land; connect Midpen open space lands with federal, state, county, city, and other protected open space lands, parklands and watershed lands.

CORE FUNCTIONS

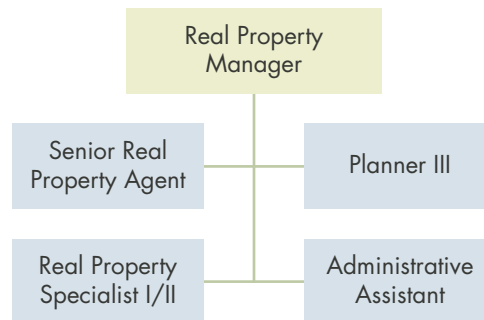
Provide comprehensive land conservation planning and analysis to guide the land purchase program in coordination with other departments.

Create and take advantage of opportunities to conserve a greenbelt of protected open space lands along the ridgelines, foothills and baylands.

Provide technical assistance to protect and secure Midpen public open space property rights and interests (including fee and easement interests).

Develop and strengthen neighbor, conservation partner and agency relationships to facilitate land conservation and protection.

Organizational Chart



Purisima Creek Redwoods Open Space Preserve by Leticia Gonzalez

Staffing Levels

Position	FY2016-17 Adopted FTE	FY2017-18 Adopted FTE	FY2018-19 Amended FTE	FY2019-20 Proposed FTE	Change from FY2018-19 Modified
Manager	1	1	1	1	0
Senior Real Property Agent	1	1	1	1	0
Real Property Specialist I/II	1	1	1	1	0
Planner III	1	1	1	1	0
Administrative Assistant*	1	1	1	1	0
Total FTE	5	5	5	5	0

*Administrative Assistant is shared with Natural Resources, but budgeted within the Real Property Department.

Real Property aligns project deliverables to Midpen's Strategic Plan Goals and Objectives primarily through:

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

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

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 2	20125	Cal-Water Land Exchange, Teague Hill Preserve	FY2021
Goal 2	MAA03-001	Lot Line Adjustment and Property Transfer – Purisima Upland	FY2020
Goal 2	MAA03-002	Purisima Upland Site Clean Up and Soil Remediation Assessment	FY2021
Goal 1	VP01-001	Miramontes Ridge Land Conservation	FY2021
Goal 2	VP03-002	South Cowell Upland Land Conservation	FY2021
Goal 2	VP08-001	Upper San Gregorio Land Conservation	FY2020
Goal 1	VP13-001	Cloverdale Ranch Land Opportunity	FY2022
Goal 1	VP15-001	Redwood Forest Land Opportunity	FY2020
Goal 1	VP15-003	Watershed Protection Opportunity – Numerous Open Space Preserves	FY2020
Goal 2	VP19-001	El Sereno Trails, Wildlife Corridors and Land Conservation	FY2020
Goal 2	VP19-002	El Sereno Land Conservation	FY2020
Goal 2	VP20-002	Highway 17 Land Conservation	FY2020
Goal 1	VP24-001	Sierra Azul Rancho de Guadalupe Land Conservation	FY2021
Goal 2	VP24-002	SCVWD Exchange Agreement at Rancho de Guadalupe Area of SAOSP	FY2020
Goal 1	VP25-001	Sierra Azul Loma Prieta Land Conservation	FY2020
Goal 1 & 2	VP32-001	Irish Ridge Connection	FY2020
Goal 1	VP32-002	Gordon Ridge Property Land Conservation	FY2021
Goal 1	VP39-001	Lower San Gregorio Creek Watershed Land Conservation	FY2021
Goal 2	N/A	District-wide purchase options and low-value Land Fund	Ongoing

For the full statement of Midpen's Strategic Plan Goals and Objectives, see page 6; project details are included in Section III.

Performance Metrics

Strategic Plan Linkage	Indicator	FY2017-18 Actuals	FY2018-19 Target	FY2019-20 Target
Goal 1	Number of Preserves	26	N/A	N/A
Goal 1	Land Conservation	63,494	N/A	N/A
Goal 1	Total number of acres protected (preserved)	221.64	N/A	N/A
Goal 2	Land Conservation Connectivity	70mi. Bay Trail Sierra Azul OSP to Rancho Canada del Oro	Purisima to Cowell/ Purisima Coastal Trail	N/A
Goal 3	New Staff Facilities	New South Area Field Office	New Administrative Office	N/A
Goal 1	Coastal Service Plan– 15 Year Land Acquisitions	N/A	11,105 Acres	100%



Rancho San Antonio Open Space Preserve by Douglas Croft

Budget

Midpen Budget by Expenditure Category	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Budget	\$ Change from FY2018-19 Amended Budget	% Change from FY2018-19 Amended Budget
Real Property					
Salaries and Benefits	\$705,677	\$762,287	\$812,727	\$50,440	7%
Services and Supplies	52,635	214,467	148,866	(65,601)	-31%
Capital/Fixed Assets	792	0	0	0	0%
Total Operating Expenditures	759,104	976,754	961,593	(15,161)	-2%
General Fund Capital	553,434	487,000	835,500	348,500	72%
Measure AA Capital	3,578,749	63,000	13,500	(49,500)	-79%
Total Capital Expenditures	4,132,183	550,000	849,000	299,000	54%
Total Real Property Expenditures	4,891,287	1,526,754	1,810,593	283,839	19%
One Time Expense: Fund 40 Land/Buildings	3,072,054	31,550,100	3,800,000	(27,750,100)	—
Grand Total Real Property Expenditures	\$7,963,341	\$33,076,854	\$5,610,593	(\$27,466,261)	-83%



Russian Ridge Open Space Preserve by Kenny Chen

Visitor Services Department

MISSION STATEMENT

Ensure protection and stewardship of the land and visitor safety, manage public access consistent with ecological values and public safety, and provide opportunities for enrichment of visitors through the environmental education, docent and volunteer programs.

CORE FUNCTIONS

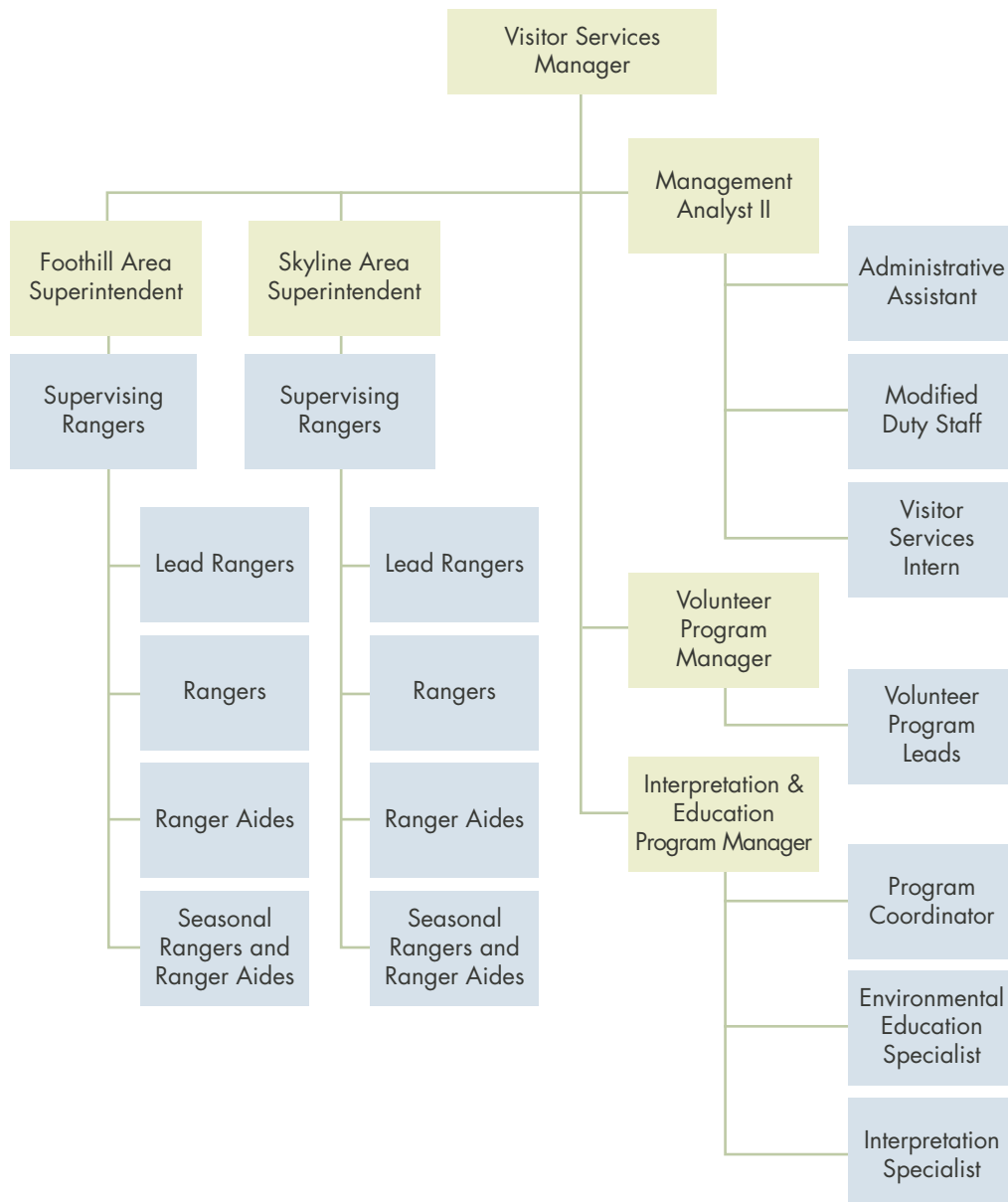
Protect public health and safety through proactive patrol and presence, enforcement of Midpen's rules and regulations, fire protection, and emergency medical response.

Provide frontline public contact and services on Midpen lands.

Manage the Volunteer and Interpretive and Education programs.

Foster neighbor, partner, and public safety agency relationships and engage in collaborative efforts to further Midpen's goals.

Organizational Chart



Staffing Levels

Position	FY2016-17 Adopted FTE	FY2017-18 Adopted FTE	FY2018-19 Amended FTE	FY2019-20 Proposed FTE	Change from FY2018-19 Modified
Administrative Assistant	1	1	1	1	0
Area Superintendents	2	2	2	2	0
Interpretation & Education Program Manager (formerly Docent Program Manager)	1	1	1	1	0
Program Coordinator (formerly Docent Program Coordinator)	1	1	1	1	0
Environmental Education Specialist	0	0	1	1	0
Interpretive Specialist	0	0	0	1	1
Lead Ranger	4	4	5	5	0
Ranger	19	19	19	19	0
Seasonal Ranger	0.95	0.95	0.95	0.95	0
Seasonal Ranger Aide	0.95	0.95	0.95	0.95	0
Supervising Ranger	5	5	5	5	0
Management Analyst II	1	1	1	1	0
Visitor Services Intern	0	0	0	0.5	0.5
Visitor Services Manager/Chief Ranger	1	1	1	1	0
Volunteer Program Manager	1	1	1	1	0
Volunteer Program Lead	2	2	2	2	0
Total FTE	39.9	39.9	41.9	43.4	1.5

Visitor Services aligns project deliverables to Midpen's Strategic Plan Goals and Objectives primarily through:

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

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

Goal 3 – Strengthen organizational capacity to fulfill the mission

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 3	65406	Radio Replacement for Ranger Staff and Patrol Vehicles	FY2020
Goal 3	65407	Radio System Assessment and Upgrade	FY2022
Goal 2	Operating	Nature Center Web Camera	FY2020
Goal 2	Operating	Develop a plan to expand visitor use data collection and report on data collected	FY2020
Goal 3	Operating	Review and Update District Ordinances and Bail Schedule	FY2020
Goal 3	Operating	Participate in the Wildfire Coordinating Committee to improve the District's preparation for and response to prescribed burns and wildland fires on District lands.	FY2022
Goal 3	Operating	Research and Issue RFP for a new Citation Management System	FY2021

For the full statement of Midpen's Strategic Plan Goals and Objectives, see page 6; project details are included in Section III.

Performance Metrics

Strategic Plan Linkage	Indicator	FY2017-18 Actuals	FY2018-19 Target	FY2019-20 Target
Goal 2	Annual number of Nature Center visitors	3,481	3,200	3,500
Goal 2	Number of permits issued	3,878	3,000	4,000
Goal 2	Stewardship volunteer hours	17,500	18,000	18,000
Goal 2	Interpretation and education docent hours	4,328	5,000	5,000

Budget

Midpen Budget by Expenditure Category	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Budget	\$ Change from FY2018-19 Amended Budget	% Change from FY2018-19 Amended Budget
Visitor Services					
Salaries and Benefits	\$4,723,823	\$5,204,142	\$5,632,894	\$428,752	8%
Services and Supplies	409,279	512,119	963,509	451,390	88%
Total Operating Expenditures	5,133,102	5,716,261	6,596,403	880,142	15%
General Fund Capital	0	0	466,000	466,000	
Total Operating Expenditures	0	0	466,000	466,000	0%
Total Visitor Services Expenditures	\$5,133,102	\$5,716,261	\$7,062,403	\$1,346,142	24%



Bear Creek Redwoods Open Space Preserve by Alisha Laborico

Vision Plan Actions Overview

VISION PLAN ACTION

01	Miramontes Ridge: Gateway to the San Mateo Coast Public Access, Stream Restoration, and Agriculture Enhancement Projects
02	Regional: Bayfront Habitat Protection and Public Access Partnerships
03	Purisima Creek Redwoods: Purisima-to-Sea Trail Completion, Watershed Protection, and Conservation Grazing Projects
04	El Corte de Madera Creek: Bike Trail and Water Quality Projects
05	La Honda Creek: Upper Area Recreation, Habitat Restoration, and Conservation Grazing Projects
06	Windy Hill: Trail Improvements, Preservation, and Hawthorns Area Historic Partnership
07	La Honda Creek: Driscoll Ranch Area Public Access, Endangered Wildlife Protection, and Conservation Grazing Projects
08	La Honda Creek/Russian Ridge: Preservation of Upper San Gregorio Watershed and Ridge Trail Completion
09	Russian Ridge: Public Recreation, Grazing, and Wildlife Protection Projects
10	Coal Creek: Reopen Alpine Road for Trail Use
11	Rancho San Antonio: Interpretive Improvements, Refurbishing, and Transit Solutions
12	Peninsula and South Bay Cities: Partner to Complete Middle Stevens Creek Trail
13	Cloverdale Ranch: Wildlife Protection, Grazing, and Trail Connections
14	Regional: Trail Connections and Campgrounds
15	Regional: Redwood Protection and Salmon Fishery Conservation
16	Long Ridge: Trail, Conservation, and Habitat Restoration Projects
17	Regional: Complete Upper Stevens Creek Trail
18	South Bay Foothills: Saratoga-to-Sea Trail and Wildlife Corridor
19	El Sereno: Dog Trails and Connections
20	South Bay Foothills: Wildlife Passage and Ridge Trail Improvements
21	Bear Creek Redwoods: Public Recreation and Interpretive Projects
22	Sierra Azul: Cathedral Oaks Public Access and Conservation Projects
23	Sierra Azul: Mount Umunhum Public Access and Interpretation Projects
24	Sierra Azul: Rancho de Guadalupe Family Recreation and Interpretive Projects
25	Sierra Azul: Loma Prieta Area Public Access, Regional Trails, and Habitat Projects

Vision Plan Actions Overview CONTINUED

VISION PLAN ACTION

26	Pulgas Ridge: Regional and Neighborhood Trail Extensions
27	Miramontes Ridge/Purisima Creek Redwoods: Coastside Environmental Education Partnerships
28	Miramontes Ridge/Purisima Creek Redwoods: Mills Creek /Arroyo Leon Watershed Protection, Stream Restoration, and Regional Trail Connections
29	Regional: Advocate to Protect Coastal Vistas of North San Mateo County Coast
30	Regional: Support California Coastal Trail
31	Miramontes Ridge/Purisima Creek Redwoods: Fire Management and Risk Reduction
32	Tunitas Creek: Additional Watershed Preservation and Conservation Grazing
33	Purisima Creek Redwoods: Parking and Repair Projects
34	Teague Hill: West Union Creek Watershed Restoration Partnership
35	Peninsula and South Bay Cities: Major Roadway Signage
36	Regional: Collaborate to Restore San Francisquito Creek Fish Habitat
37	Peninsula and South Bay Cities: San Francisquito Creek Restoration Partnership
38	Ravenswood: Cooley Landing Nature Center Partnership
39	La Honda Creek/El Corte de Madera Creek: San Gregorio Watershed and Agriculture Preservation Projects
40	Regional: San Andreas Fault Interpretive Trail Program
41	Rancho San Antonio: Hidden Villa Access and Preservation Projects
42	Regional: Advocate to Protect Coastal Vistas of South San Mateo County Coast
43	Lower Pomponio Creek: Watershed Preservation and Conservation Grazing
44	Lower Pescadero Creek: Watershed Preservation and Conservation Grazing
45	Skyline Subregion: Fire Management and Forest Restoration Projects
46	Skyline Ridge: Education Facilities, Trails, and Wildlife Conservation Projects
47	Monte Bello: Campfire Talks and Habitat Projects
48	Gazos Creek Watershed: Redwood Preservation, Long-distance Trails, Fish Habitat Improvements
49	Saratoga Gap: Stevens Canyon Ranch Family Food Education Projects
50	Picchetti Ranch: Family Nature Play Program
51	Fremont Older: Historic Woodhills Restoration and Overall Parking Improvements
52	Peninsula and South Bay Cities: Los Gatos Creek Trail Connections
53	Sierra Azul: Expand Access in the Kennedy-Limekiln Area
54	Sierra Azul: Fire Management

Glossary

TERM	DESCRIPTION
Accrual	An expense which is outstanding at the end of a financial period and which needs to be included in the accounting results for the period.
ACOE	U.S. Army Corps of Engineers
Action Plan	The work plan that includes all of the projects and key initiatives that Midpen pursues.
ADA	Americans with Disability Act
Adopted Budget	The adopted budget is Midpen’s annual fiscal plan, which is approved by the Board of Directors. The adopted budget establishes the legal authority for the expenditure of funds, as created by the appropriation resolution. The adopted budget includes all reserves, transfers, allocations, supplemental appropriations and other legally authorized legislative and executive changes.
AGM	Assistant General Manager
Americans with Disability Act	The ADA is a civil rights law that prohibits discrimination against individuals with disabilities in all areas of public life, including all public and private places that are open to the general public.
AO	Administrative Office (Midpen headquarters)
AP	Accounts Payable
Appropriation	A legal authorization granted by the Board of Directors to make expenditures and to incur obligations for specific purposes. An appropriation usually is limited in amount and to the time in which it may be expended.
Audit	An official examination and verification of accounts and records, especially of financial accounts.
Balanced Budget	A budget in which expenses do not exceed revenues. Specifically, resources, including estimated revenue and other sources such as bond proceeds, transfers in and approved fund balances/net assets, meet or exceed uses, including appropriations and transfers out.
Basis of Accounting	Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting. Budgets are developed using the modified accrual basis of accounting.
BCR	Bear Creek Redwoods (Preserve)
Bond	A fixed income instrument that represents a loan made by an investor to a borrower.
Budget	The plan of expenditures and revenues for a specific period of time.
Budget Categories	Midpen’s budget is divided into five budget categories: Salaries and Benefits, Services and Supplies, Land and Associated Costs, Capital and Fixed Assets (non-land purchases), and Debt Service.
CAFR	Comprehensive Annual Financial Report

TERM	DESCRIPTION
California Environmental Quality Act	California law (California Public Resources Code section 21000 et seq.) that requires development projects to submit documentation of their potential environmental impact.
CalPERS	California Public Employee Retirement System
CAPEX	Capital expenditures
Capital Budget	Expenditures that are used to improve Midpen's infrastructure and assets.
Capital Improvement	Midpen's (CIAP) for project and program and Action Plan delivery
Capital Improvement Program	A multi-year plan for capital expenditures, with details on anticipated annual expenditures and information about the resources estimated to be available to finance the projected expenditures.
Capitalized Expenditures	Expenditures resulting in the acquisition and/or construction of fixed assets, such as land, land improvements, infrastructure, and equipment.
Cash basis	Cash basis is a method of recording accounting transactions for revenue and expenses only when the corresponding cash is received or payments are made.
CDFW	California Department of Fish and Wildlife
CEQA	California Environmental Quality Act
CFO	Chief Financial Officer
CIAP	Capital Improvement and Action Plan
CIP	Capital Improvement Program/Project
Debt Service	Debt service is the payment of the principal and interest on an obligation resulting from the issuance of bonds and/or promissory notes.
Debt Service Fund	A fund that accounts for accumulation of resources to be used for debt service payments, as well as principal and interest payments and associated administrative costs.
Deficit	The result of an excess of expenditures over resources.
Designation of Fund Balance	Unreserved fund balance may be designated by Midpen to be set aside for a specific purpose. The designation indicates that a portion of fund equity is not available for current appropriation, as it has been set aside to comply with Midpen's plan for future uses.
Design-Build	Design-build is a method of project delivery in which one entity – the design-build team – works under a single contract with the project owner to provide design and construction services.
E&C	Engineering and Construction (Department)
eDNA	Environmental DNA
EIR	Environmental Impact Report
EIS	Environmental Impact Statement
Encumbrances	Commitments for unperformed contracts for goods and services.
Enterprise Resource Planning	An ERP management information system integrates areas such as purchasing, finance, and human resources.

TERM	DESCRIPTION
Environmental DNA	DNA that is collected from a variety of environmental samples such as soil, seawater, or even air rather than directly sampled from an individual organism. This method allows for biomonitoring without requiring collection of the living organism, creating the ability to study organisms that are invasive, elusive, or endangered without introducing anthropogenic stress on the organism.
ERP	Enterprise Resource Planning
ESRI	GIS software
Fiscal Year	A 12-month period to which the annual operating budget applies and at the end of which Midpen determines its financial position and the results of its operations. Midpen's fiscal year is from July 1 through June 30.
Fixed Assets	Land and other long-lived assets, such as buildings, improvements, vehicles/equipment, with a value greater than the capitalization amount, stated in Midpen's Capital Asset and Inventory Control Policy. In 2009 the policy was updated to capitalize vehicles/equipment with a cost exceeding \$25,000, and improvements/infrastructure with a cost exceeding \$100,000.
FOSM	The Financial and Organizational Sustainability Model is a comprehensive report that provides Midpen with recommendation on strengthening organizational capacity to fulfill its mission of land preservation, natural resource protection, and public access and education.
FTE	Full Time Equivalent
Full-Time Equivalent	Measure of dedicated staff. One FTE is equivalent to 2080 hours of work per year. Some positions are part-time and are budgeted based on hours that are then converted to a full-time equivalent of a position.
Fund	Midpen's accounts are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures. Governmental resources are allocated to, and accounted for, in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.
Fund Balance	Fund balance is the difference between governmental fund assets and fund liabilities.
Funds	Different revenue sources used for specific purposed dependent on the type of Midpen activity.
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
General Fund	Midpen's main governmental operating fund. The General Fund is primarily used to fund personnel costs, routine operational and maintenance expenses, and debt service.
General Obligation (GO) Bond	GO Bond is a local governmental debt issue that is secured by a broad government pledge to use its tax revenues to repay the bond holders.
Generally Accepted Accounting Principles	Uniform standards and guidelines for financial accounting and reporting.

TERM	DESCRIPTION
GFOA	Government Finance Officers Association
GHG	Greenhouse gas
GIS	Geographic Information System
GL or G/L	General Ledger
GM	General Manager
GO	General Obligation (bonds)
Grants	Contributions or gifts of cash or other assets to/from another government agency, foundation or private entity, to be used for a specific purpose.
Hawthorns Endowment	This fund may only be used for expenses required to maintain the Hawthorns property. Includes both operating and capital expenditures.
HR	Human Resources (Department)
IST	Information Systems Technology (Department)
L&F	Land and Facilities (Department)
MAA	Measure AA
Major Fund	Funds whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are at least 10 percent of corresponding totals for all governmental or enterprise funds and at least 5 percent of the aggregate amount for all governmental and enterprise funds.
Measure AA	Voter-approved general obligation bond to be used on improvement projects to deliver the 25 Project Portfolios included in the bond measure.
Midpen	Midpeninsula Regional Open Space District
Modified Accrual	The accrual basis of accounting is an accounting method which recognizes expenses at the time a liability is incurred. Under the modified accrual basis of accounting, expenditures are generally recognized in the accounting period in which the related fund liability is incurred, but debt service expenditures are recorded only when payment is due.
New World System	An ERP management information system with features and functionality to support local government administration.
NR	Natural Resources (Department)
NWS	New World System
OPEB	Other Post Employment Benefits
Operating Budget	Projects costs for Salaries and Benefits, and Services and Supplies.
OPEX	Operational expenditures
OSP	Open Space Preserve
PA	Public Affairs (Department)
Peninsula Open Space Trust	A private land trust supporting land conservation in San Mateo, Santa Clara and Santa Cruz counties.
PL	Planning (Department)

TERM	DESCRIPTION
PNR	Planning and Natural Resources (Midpen project review committee)
POST	Peninsula Open Space Trust
Projected	The projected amount of expenditures and/or revenues for Midpen, before the account books have been closed for the fiscal year and a financial audit has been conducted.
Property Tax	The tax is imposed on real property, and is based on the value of the property. It is collected by San Mateo and Santa Clara Counties within the Midpeninsula Regional Open Space District's boundary.
Proprietary Funds	Used to account for activities that are similar to activities that may be performed by a commercial enterprise. The purpose of the proprietary fund is to provide a service or product at a reasonable cost. Midpen's only proprietary funds are internal service funds.
Reimbursements	Repayments of amounts remitted on behalf of another fund or agency.
Reserve	(1) An account used to earmark a portion of fund balance to indicate that it is not appropriate for expenditure; and (2) an account used to earmark a portion of fund equity as legally segregated for a specific future use.
Reserved Fund Balance	The portion of fund balance that is not available to finance expenditures of the subsequent accounting period, including items such as encumbrances, inventory, prepaid items, and notes receivable.
Resources	Total revenue, inter-departmental charges and bond proceeds budgeted for the fiscal year.
Revenue	The amount of funds received by Midpen from taxes, fees, rental income, interest, intergovernmental sources and other sources during the fiscal year.
RFB	Request for Bid
RFP	Request for Proposal
RFPQ	Request For Proposal Quote/Qualifications
Risk Management	Management efforts to protect Midpen from potential claims, including the avoidance of accidental loss or minimization of consequences if loss does occur.
RP	Real Property (Department)
RWQCB	San Francisco Bay Regional Water Quality Control Board
SCVWD	Santa Clara Valley Water District
Sinking Fund	A fund formed by periodically setting aside money for the gradual repayment of a debt or replacement of a wasting asset.
SOD	Sudden Oak Death
Sudden Oak Death	A non-native plant disease infecting forests of many coastal California counties. The disease is caused by the microscopic pathogen <i>Phytophthora ramoru</i> .
Tranche	A portion of something, especially money.
VS	Visitor Services (Department)
YTD	Year-To-Date



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