



Midpeninsula Regional
Open Space District

R-17-89
Meeting 17-14
June 14, 2017

AGENDA ITEM 3

AGENDA ITEM

Fiscal Year 2017-18 Budget & Action Plan

GENERAL MANAGER'S RECOMMENDATION

1. Adopt a Resolution approving the FY2017-18 Budget and Three-Year Capital Improvement Program.
2. Approve the FY2017-18 Action Plan.
3. Adopt a Resolution approving the Classification and Compensation Plan.
4. Approve three new positions in the Planning & Project Delivery business line.

SUMMARY

The proposed FY2017-18 budget totals \$61.4 million, which is a 6% increase over the prior year adopted (Exhibit A of Attachment 1). The proposed budget reflects staff growth, as positions are added and annualized, to deliver projects and continue the organizational build-out outlined in the FOSM. This enables the organization to continue capital expenditures as the District continues to implement Measure AA projects funded either by Measure AA or the General Fund.

The proposed FY2017-18 Action Plan reflects the Board priorities and is comprised of 127 Key Projects with a total budget of \$20,279,785, of which \$12,656,745 is eligible for Measure AA reimbursement.

The proposed FY2017-18 budget includes a 3% salary adjustment for all classifications, as well as the creation of three new positions in the Planning & Project Delivery business line and the creation of one new classification (Exhibit A of Attachment 2).

DISCUSSION

Budget

The Proposed FY2017-18 budget totals \$61.4 million, which is a 6% increase over the prior year. The proposed budget reflects staff growth, as positions are added and annualized, to deliver projects and continue the organizational build-out outlined in the FOSM. This budget enables the organization to continue capital expenditures as the District continues to implement Measure AA projects funded, either by Measure AA or the General Fund.

DISTRICT BUDGET BY FUNDING SOURCE	FY2015-16 Actuals*	FY2016-17 Adopted Budget	FY2017-18 Proposed Annual Budget	\$ Change from FY2016-17 Adopted Budget	% Change from FY2016-17 Adopted Budget
Fund 10 - General Fund Operating	28,243,590	27,209,300	30,344,413	3,135,113	12%
Fund 20 - Hawthorns	223,056	133,050	166,500	33,450	25%
Fund 30 - MAA Capital/Land	15,851,481	15,674,800	12,637,845	(3,036,955)	-19%
Fund 40 - General Fund Land/Capital	3,555,916	4,016,050	6,533,040	2,516,990	63%
Fund 50 - Debt Service	10,239,502	11,084,840	11,721,637	636,797	6%
TOTAL DISTRICT BUDGET	58,113,545	58,118,040	61,403,435	3,285,395	6%

The Capital Improvement Plan, as included in the FY2017-18 budget, includes 37 projects funded by Measure AA (Fund 30) and 36 project funded by the General Fund (Fund 40). Of the 36 projects funded by the General Fund, 10 projects are in support of Measure AA portfolios in the Land Acquisition & Preservation program. Combined, Measure AA funded projects cover 16 portfolios as well as work on an additional 5 portfolios as funded by the General Fund. In total, the proposed FY2017-18 includes progress on 21 of the 25 Measure AA portfolios.

Subsequent to the regular board meeting and public hearing of the proposed FY2017-18 budget, the Action Plan & Budget Committee (ABC) met to review and discuss adjustments to two projects:

- Funding for the Mount Umunhum Radar Tower 2nd Assessment is adjusted to be split 50/50 between the General Fund and funding via Grants/Partnerships/Other: \$236,000 from the General Fund and \$236,000 via Grants/Partnerships/Other.
- The funding for the Bear Creek Stables Site Implementation Plan has a Grants/Partnerships/Other component. At the board meeting on May 24th, \$3.0 million was proposed to be funded via Measure AA, with the balance to be funded via Grants/Partnerships/Other. After a careful review of prior Board actions related to the Stables Project, staff have determined that a change to the funding allocation is needed to remain consistent with Board decisions made to date. On January 25, 2017, the Board approved the Bear Creek Redwood Preserve Plan, which specifies a funding allocation of District funds for high priority improvements of \$4.5 Million (\$3.5 Million for stables improvements and \$1 Million for water improvements). The additional District funding of \$500,000 is included in the proposed budget to be funded via the General Fund in FY2018-19 and FY2019-20 at \$250,000 each year.

Additionally, the Rental Income was anticipated to decrease due to a reduction of the Animal Unit Month (AUM) for the Grazing/Ag/Stables category and adjustments in the mix of employee and residential, but revenue from communication towers increased. Further review of the employee rental income resulted in an update to the spreadsheet and a corrected, increased revenue number. Essentially, the total rental income is 1% lower than the previous year.

Category	FY2016-17	FY2017-18	Corrected FY2017-18	Reason
Employee	\$201,129	\$155,169	\$218,689	<i>Spreadsheet update</i>
Residential	\$425,489	\$400,440	\$400,440	<i>Removal of Kennel and Bergman residences</i>
Communication	\$293,105	\$356,114	\$356,114	<i>Addition of Verizon at Pulgas Ridge</i>
Historical	\$87,804	\$84,610	\$84,610	
Grazing/Ag/Stables	\$201,340	\$137,239	\$137,239	<i>AUM rate decreased from \$23 to \$16</i>
Total	\$1,208,868	\$1,133,572	\$1,197,092	

The increase in projected grant income by \$236,000 for the Mount Umunhum Radar Tower 2nd Assessment, the increase in Rental Income of \$63,520 increased the ending Change in Fund Balance for the General Fund to \$1,543,097.

Action Plan

The annual District Action Plan, Section II of the Budget document, forms the fiscal year work program and includes all of the projects and key initiatives that the District will pursue and for which it will dedicate staff and financial resources. At the annual Board of Directors’ Retreat in February 2017, staff provided the Board with a comprehensive early look at the proposed projects for inclusion into the FY2017-18 Action Plan and contains the following project information: Measure AA related, Strategic Plan related, already underway, Board-directed/non-discretionary, staff-recommended/discretionary and rationale for inclusion in the Action Plan.

The Action Plan grouping of projects is by Program, whereas the grouping at the Board Retreat was by Portfolio and focus area. Several of the items at the Board Retreat were divided over various Programs and conversely, a few of the Board Retreat items were consolidated on the Actions. This difference in sorting and grouping of the 125 items presented and affirmed at the Board retreat resulted in 127 Action Plan projects spread throughout the following Programs:

Action Plan Projects				
	<u>FY2017-18</u>		<u>FY2016-17</u>	
Land Acquisition and Preservation	14	11%	14	11%
Natural Resource Protection and Restoration	25	20%	28	22%
Public Access and Education	42	32%	35	28%
Public Outreach	5	4%	15	12%
Vehicles, Equipment, and Other Infrastructure	28	22%	12	9%
Administrative Support	13	10%	23	18%
	<u>127</u>	<u>100%</u>	<u>127</u>	<u>100%</u>

The Action Plan included in the proposed FY2017-18 Budget is unchanged from the review at the regular Board meeting on May 24, 2017

Classification & Compensation Plan

The proposed FY2017-18 budget includes a 3% salary adjustment for all classifications. This increase is conform Section 7.1.3 of the Memorandum of Understanding between the District and the Field Employee’s Association and is applicable to all District classifications.

Additional Positions

Detailed resource loading analysis confirmed the need for additional staff capacity to manage the proposed FY2017-18 Action Plan workload as recommended by the General Manager or revised by the Board. The resource loading analysis identifies the need for three (3) additional positions: two (2) new Senior Capital Project Manager positions in Engineering & Construction and (1) Planner III in Planning.

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

FISCAL IMPACT

Final adoption of the Proposed FY2017-18 District Budget and Action Plan by the Board would authorize \$46,005,496 million from the General Fund, \$15,231,439 million from Measure AA Fund, and \$166,500 from the Hawthorns Fund to accomplish the District's work plan for the next fiscal year.

BOARD COMMITTEE REVIEW

The District's Action Plan and Budget Committee held meetings on April 25, May 2, and May 31, 2017. The Committee voted to forward the proposed FY2017-18 Budget & 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 FY2017-18 Budget would be in effect beginning July 1, 2017. Projects included in the FY 2017-18 Action Plan would be implemented according to the schedules outline in the Action Plan

Attachments:

1. Resolution Approving the FY2017-18 Budget & Action Plan
 - a. Exhibit A: FY2017-18 Budget and Action Plan
2. Resolution Approving the Amendment to the Position Classification and Compensation Plan
 - a. Exhibit A: Classification and Compensation Plan

Responsible Department Manager:
Stefan Jaskulak, Chief Financial Officer

Prepared by:
Andrew Taylor, Finance Manager

RESOLUTION NO. 17-___

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
ADOPTING THE BUDGET FOR FISCAL YEAR 2017-18 AND THE THREE-YEAR
CAPITAL IMPROVEMENT PROGRAM 2018-2020**

WHEREAS, the Board of Directors of the Midpeninsula Regional Open Space District desires to establish a Budget for Fiscal Year 2017-18 (Exhibit A); and

WHEREAS, the Board of Directors of the Midpeninsula Regional Open Space District desires to establish a Three-Year Capital Improvement Program, which addressing the following areas: Land Acquisition and Preservation, Natural Resources Protection and Restoration, Public Access and Education, and Vehicles, Equipment, Facilities, and Other (Exhibit A – Section III); and

WHEREAS, the Board of Directors also confirm adjustments made administratively to the Capital Project balances during the preparation of the Proposed Budget and accommodate the carryover of unspent current Fiscal Year Capital Project appropriations for those projects where work and expenditures will continue in the upcoming fiscal year; and

NOW, THEREFORE, the Board of Directors of the Midpeninsula Regional Open Space District does resolve as follows:

SECTION ONE. Adopt the budget for the Midpeninsula Regional Open Space District for the Fiscal Year 2017-18.

DISTRICT BUDGET BY FUND	FY 2017-18 PROPOSED BUDGET
Fund 10 – General Fund Operating	\$30,344,413
Fund 20 – Hawthorns	\$166,500
Fund 30 – MAA Capital	\$12,637,845
Fund 40 – General Fund Capital	\$6,533,040
Fund 50 – Debt Service	\$11,721,637

SECTION TWO. Adopt the proposed Three-Year Capital Improvement Program 2018-2020.

SECTION THREE. The projects scheduled for implementation for Fiscal Year 2017-18 shall be included in the Capital Budget of the District’s Proposed Budget for Fiscal Year 2017-18.

SECTION FOUR. Monies are hereby appropriated in accordance with said budget.

* * * * *

PASSED AND ADOPTED by the Board of Directors of the Midpeninsula Regional Open Space District on _____, 2017 at a Regular Meeting thereof, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

Secretary
Board of Directors

President
Board of Directors

APPROVED AS TO FORM:

General Counsel

I, the District Clerk of the Midpeninsula Regional Open Space District, hereby certify that the above is a true and correct copy of a resolution duly adopted by the Board of Directors of the Midpeninsula Regional Open Space District by the above vote at a meeting thereof duly held and called on the above day.

District Clerk



Midpeninsula Regional Open Space District Budget and Action Plan 2017-2018

Adopted June 14, 2017





Purisima Creek Redwoods Open Space Preserve by Randy Weber

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General Manager's Transmittal

Dear Board of Directors and Midpen Constituents,

I am pleased to present you with the Midpeninsula Regional Open Space District's Budget and Action Plan for Fiscal Year 2017-18. This document charts a fiscally sound course through the next year with enhanced capacity to meet the expectations of the public who fund the District.

The guiding lights informing this plan are the District's enduring mission; its publicly created strategic plan that was reaffirmed at the annual board retreat in January; and our business model focused on project delivery, visitor services and public engagement.

While we continue the important work of preserving land to create an intact regional greenbelt, an engaged constituency and the historic passage of Measure AA have enabled us to expand our work to fully address the long-deferred priorities of land management and public access. Areas of focus in this plan reflecting these emerging priorities include:

- Opening Mount Umunhum's summit to public access.
- Opening La Honda Creek to public access.
- Preparing Bear Creek Redwoods for public access.
- Enhancing wildlife, fisheries and vegetation management programs.
- Building out the organization and the staff facilities.

The \$61.4 million dollar budget associated with the 127 key projects in the action plan aligns with the District's fiscally conservative spending policies. While it reflects a seven-percent increase in spending over the prior year, this is due to the timely delivery of Measure AA projects promised to the public. The District's primary funding source, property tax revenue, is also increasing this year due to the Bay Area's strong real estate market. However, the District continues setting aside funds for long-term liabilities and reserves, preparing the organization to weather unforeseen financial changes that may occur.

This document was prepared to help those who read it understand how we will deliver large-scale projects, lead complex partnerships, preserve land, expand outreach, enhance visitor experiences and ultimately fulfill the District's commitment to its constituents in the coming year.

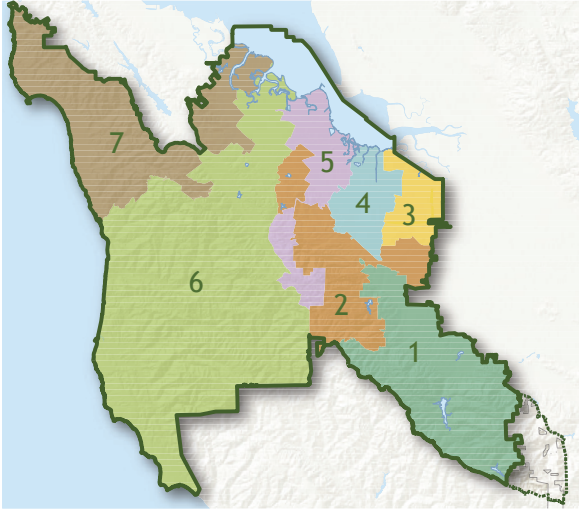
Respectfully Submitted,



A handwritten signature in black ink that reads "Stephen E. Abbors". The signature is written in a cursive, flowing style.

Stephen E. Abbors,
General Manager

Board of Directors | Management



District Wards



Jack Geschmidt

Left to right: Jed Cyr, Nonette Hanko, Cecily Harris, Larry Hassett, Pete Siemens, Yoriko Kishimoto, Curt Riffle.

Pete Siemens – *Board Secretary*

Yoriko Kishimoto

Jed Cyr – *Board Treasurer*

Curt Riffle – *Board Vice President*

Nonette Hanko

Larry Hassett – *Board President*

Cecily Harris

Ward 1: Cupertino, Los Gatos, Monte Sereno, Saratoga

Ward 2: Cupertino, Los Altos, Los Altos Hills, Palo Alto, Stanford, Sunnyvale

Ward 3: Sunnyvale

Ward 4: Los Altos, Mountain View

Ward 5: East Palo Alto, Menlo Park, Palo Alto, Stanford

Ward 6: Atherton, La Honda, Loma Mar, Menlo Park, Pescadero, Portola Valley, Redwood City, San Gregorio, Woodside

Ward 7: El Granada, Half Moon Bay, Montara, Moss Beach, Princeton, Redwood City, San Carlos, Woodside

Executive Management

Steve Abbors – General Manager

Sheryl Schaffner – General Counsel

Mike Foster – Controller

Ana Ruiz – Assistant General Manager/Project Planning and Delivery

Kevin Woodhouse – 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.

Regional Map



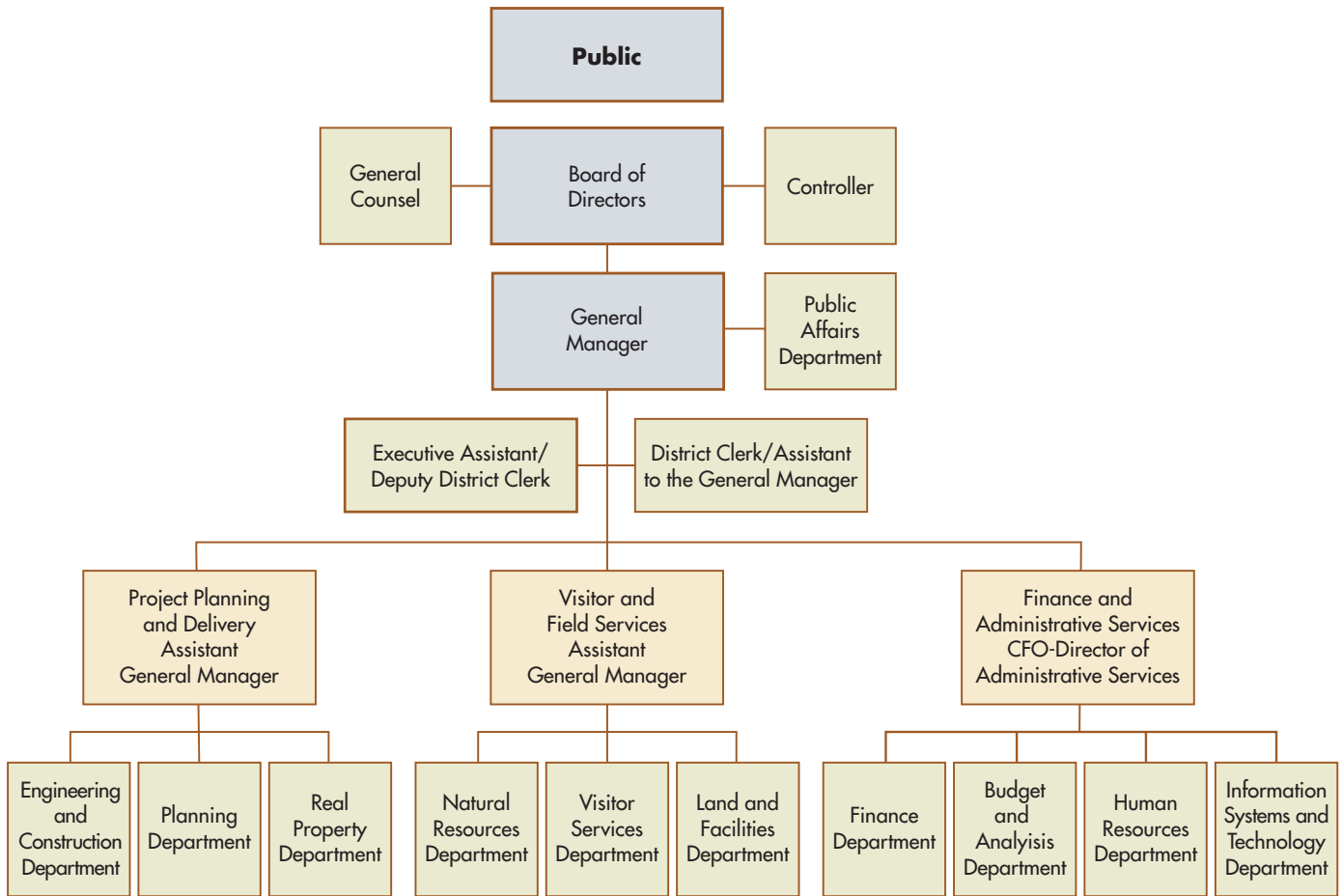
Midpeninsula Regional Open Space District Open Space Preserves and Locations

- MROSD Preserves
- Other Protected Open Space or Park Lands & Public Watershed Lands
- Land Trust, Private Watershed Lands, & Conservation Easements/Plans
- Other Public Agency Lands & Institutional Lands
- Private Property

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

Organizational Chart

(May 2017)



District At-a-Glance



Founded in 1972



62,988 Acres
(as of May 2017)



225 Miles of Trails



26 Preserves



174.45 FTE



Over 2 Million Visitors Per Year



\$61.4 Million Budget



720,000 Residents

Budget Document Preparation

Andrew Taylor, Finance Manager

Management Team

Candice Basnight	Human Resources
Christine Butterfield	Public Affairs
Garrett Dunwoody	Information Systems & Technology
Kirk Lenington	Natural Resources
Jason Lin	Engineering & Construction
Brian Malone	Land & Facilities Services
Jane Mark	Planning
Michael Newburn	Visitor Services
Sheryl Schaffner	General Counsel's Office
Maria Soria	General Manager's Office
Andrew Taylor	Finance
Mike Williams	Real Property
Jennifer Woodworth	District Clerk



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Midpeninsula Regional Open Space District
California**

For the Fiscal Year Beginning

July 1, 2016

Executive Director

Section I: Budget Summary and Overview



Fremont Older Open Space Preserve by Susanne Karlak

BUDGET SUMMARY AND OVERVIEW

The Midpeninsula Regional Open Space District's Proposed Fiscal Year (FY) 2017-18 Budget reflects the District priorities established by the Board of Directors in February 2017 as part of its annual Strategic Plan update. Based upon these priorities, District staff prepared the FY2017-18 Proposed Action Plan (Section II), the Three-Year Capital Improvement Plan (Section III), and associated funding requirements to achieve those goals.

FY2017-18 FINANCIAL OVERVIEW

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

- **Fund 10: General Fund Operating.** This includes personnel costs, routine operational and maintenance expenses, debt service, and non-capital Action Plan projects.
- **Fund 20: Hawthorn Endowment.** This fund may only be used for expenses required to maintain the value of the property gifted to the District by the Woods family.
- **Fund 30: Measure AA Capital.** Only capital projects and land acquisitions included in the 25 Project Portfolios 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 District-issued debt, both public and private.

Compared to most city and county government agencies, the District's operating budget accounts for a much lower percentage of the total budget (48%), reflecting the organization's focus on project delivery. Capital projects and land acquisition account for 33% of the District budget and debt service totals almost 19%.

The following table breaks out the revenue and expenses by fund. Each fund has a balanced budget for FY2017-18, or a positive change in fund balance.

Table 1: FY2017-18 Budget by Fund

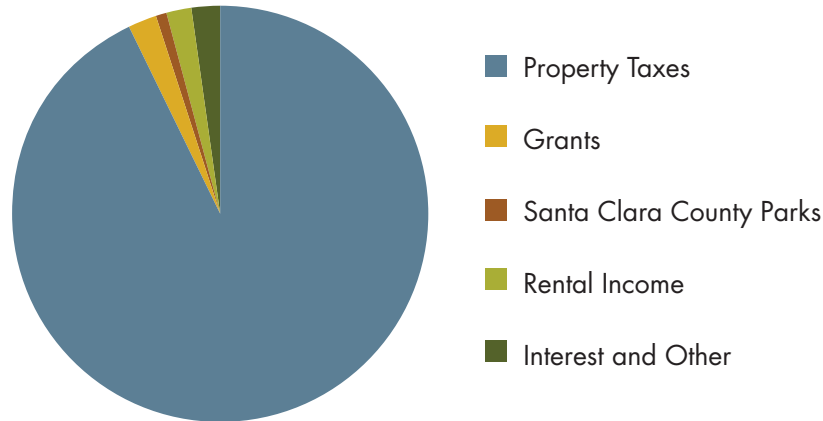
	Fund 10 General Fund	Fund 20 Hawthorn	Fund 30 Measure AA Capital	Fund 40 General Fund Capital	Fund 50 Debt Service	Total
Revenue						
Property Tax Revenues	\$45,030,000				\$1,960,000	\$46,990,000
Grants			581,060	236,000		817,060
Interest Income	621,000	15,000			472,000	1,108,000
Rental Income	1,197,092					1,197,092
Rancho San Antonio Agreement	364,501					364,501
Miscellaneous	100,000					100,000
Total Revenues	47,312,593	15,000	581,060	236,000	2,432,000	50,576,653
Other Funding Sources						
Bond Reimbursements			12,056,785			12,056,785
Hawthorn Funds		151,500				151,500
Bond/Debt Service Premium					638,495	638,495
General Fund Transfers	(15,425,083)			6,297,040	9,128,043	-
Total Other Funding Sources	(15,425,083)	151,500	12,056,785	6,297,040	9,766,538	12,846,780
Expenses						
Operating	31,633,669	82,500				31,716,169
Labor Reimbursement	(1,289,256)					(1,289,256)
Capital		84,000	12,637,845	6,533,040		19,254,885
Debt Service (General Fund Debt)					9,128,043	9,128,043
Debt Service (Measure AA Debt)					2,593,594	2,593,594
Total Expenses	\$30,344,413	\$166,500	\$12,637,845	\$6,533,040	\$11,721,637	\$61,403,435
Change in Fund Balance	\$1,543,097	-	-	-	\$ 476,901	\$2,019,998

Revenues

The FY2017-18 District revenue estimate totals \$50.58 million with the vast majority, 93% or \$46.99 million, coming from property tax receipts. This represents an increase of 9.8% 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 FY2017-18 revenue by source.

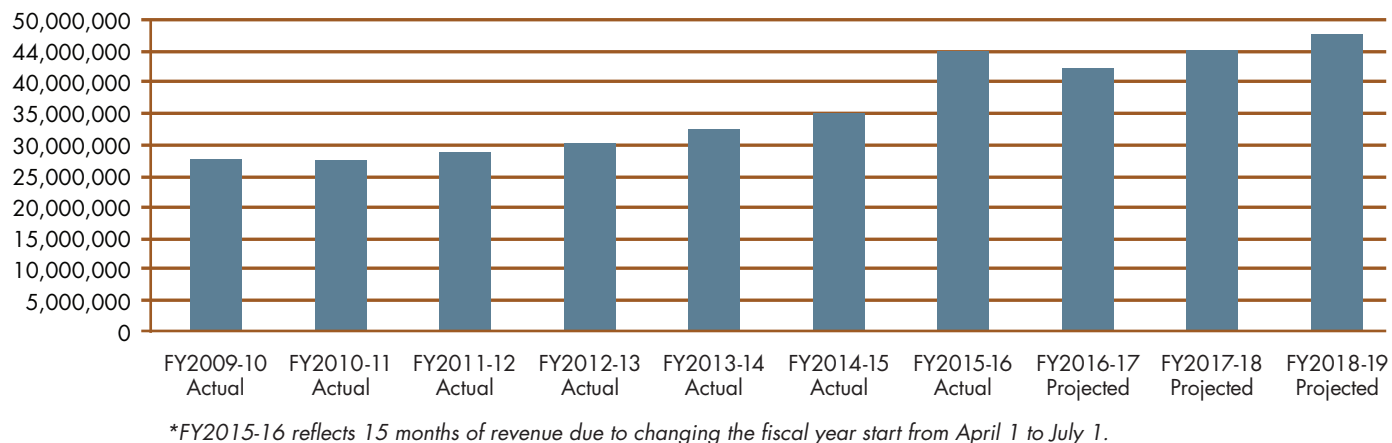
FY2017-18 Revenue by Source



	Property Tax	Grants	Santa Clara County Parks	Rental Income	Interest and Other	Total
Amount	\$46,990,000	\$817,060	\$364,501	\$1,197,092	\$1,208,000	\$50,576,653
Percent	93%	2%	1%	2%	2%	100%

Property taxes continue to grow as both residential and commercial property markets continue to 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 property tax revenues.

Property Tax Trend



Silicon Valley and the peninsula continue to see high real estate prices where demand for housing exceeds the supply. Correspondingly, property tax revenues are projected to have a healthy growth rate of 4% 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.

2015-2018 General Fund Tax Revenue

(\$Thousands)	Actual FY2015	Actual FY2016	Budget FY2017	FCST FY2017	Budget FY2018	% Increase
Santa Clara County						
Current Secured	\$20,844	\$23,304	\$25,575	\$25,401	\$27,255	7.3%
Current Unsecured	1,647	1,787	1,890	1,747	1,747	0%
Total Santa Clara County	22,490	25,091	27,465	27,148	29,002	6.8%
San Mateo County						
Current Secured	10,223	11,126	12,170	12,070	13,072	8.3%
Current Unsecured	526	523	550	525	521	-0.7%
Prior Taxes	-24	-7	0	-10	-6	
Total San Mateo County	10,734	11,642	12,720	12,585	13,587	8.0%
Supplement + HOPTR	1,276	1,429	1,360	1,559	1,450	-7.0%
Subtotal Taxes	34,501	38,162	41,545	41,292	44,058	6.7%
Redevelopment	823	1,302	1,240	972	991	1.95%
Total Tax Revenue	\$35,324	\$39,464	\$42,785	\$42,264	\$45,030	6.5%

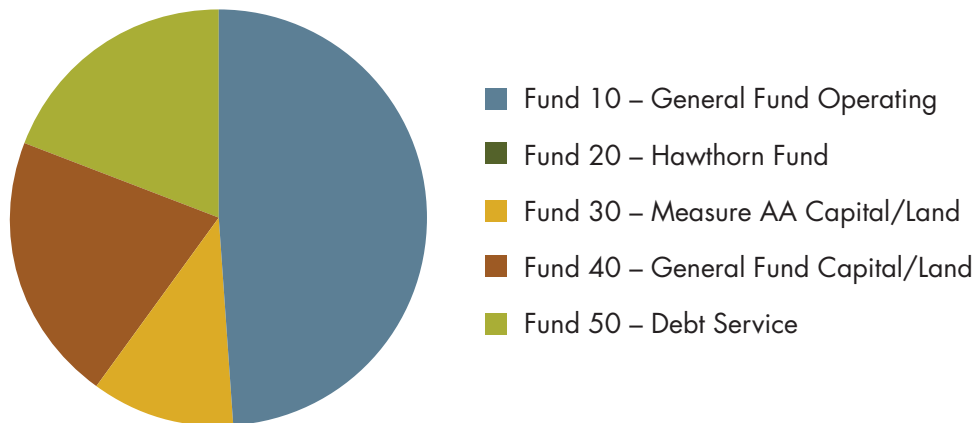
Expenditures

The District's FY2017-18 budget totals \$61.4 million, reflecting increased capital expenditures as the District continues implementation of Measure AA funded projects, and staff growth as positions are added to deliver the projects and continue the organizational build-out outlined in the FOSM. The net total budget increase is 6%. The following table and chart provides a summary of the FY2017-18 budget by fund.

District Budget By Funding Source	FY2015.16 Actuals*	FY2016-17 Adopted Budget	FY2017-18 Proposed Annual Budget	\$ Change From FY2016-17 Adopted Budget	% Change From FY2016-17 Adopted Budget
Fund 10 – General Fund Operating	\$28,243,590	\$27,209,300	\$30,344,413	\$3,135,113	12%
Fund 20 – Hawthorns	223,056	133,050	166,500	33,450	25%
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Fund 50 – Debt Service	10,239,502	11,084,840	11,721,637	636,797	6%
Total District Budget	\$58,113,545	\$58,118,040	\$61,403,435	\$3,285,395	6%

*FY2016-17 and FY2017-18 excludes land purchase budgets.

FY2017-18 Budget by Fund



Fund 10 – General Fund Operating

The operating budget of \$30.3 million comprises 49% of the District's total FY2017-18 budget, of which, 72% is for personnel. The 8% salaries and benefits increase from the prior year reflects continued ramp up of staffing to enable the District to deliver on its Measure AA projects and includes the addition of nine positions. Also included are cost-of-living adjustments and increases to the employer contribution rates for CalPERS pension contributions. Services and Supplies increased by \$1.6 million or 20% over the FY2016-17 Adopted Budget, reflecting an increased number of projects classified as operating rather than capital expenses.

Fund 20 – Hawthorn Fund

The Hawthorn's fund includes retaining an architectural consultant to evaluate the potential partner's proposal for rehabilitation and reuse of the historic complex in summer 2017; evaluate and confirm consistency of the proposal with the Conservation Easement and other legal documents; and if acceptable, present to the Board of Directors and coordinate on the development proposal review with the Town of Portola Valley. In the event of an unsuccessful partnership, Board approval to proceed with a mothballing process will be recommended to protect the main residence and other structures. The required CEQA review will be completed.

Fund 30 – Measure AA Land/Capital

The capital fund includes projects related to Mount Umunhum that are winding down, causing a decrease of 19% in the overall Measure AA capital budget for FY2017-18. That said, last year’s adopted Measure AA budget (excluding Mount Umunhum) was \$5.9 million, while the proposed FY2017-18 budget for Measure AA (excluding Mount Umunhum) is approximately \$7.2 million or a 22% increase.

The capital program for the coming fiscal year includes many phased projects, in contrast to the concentrated effort that has been expended to open Mount Umunhum this fall. These projects include the Harkins Bridge Replacement and Oljon Trail implementation; La Honda Creek Sears Ranch Road parking area and trail connection; Bear Creek Redwoods public access, Alma College site rehabilitation plan, water system and stables site plan. Additionally, approximately two months will be spent completing final work on the Mount Umunhum public access projects and the opening.

Fund 40 – General Fund Land/Capital

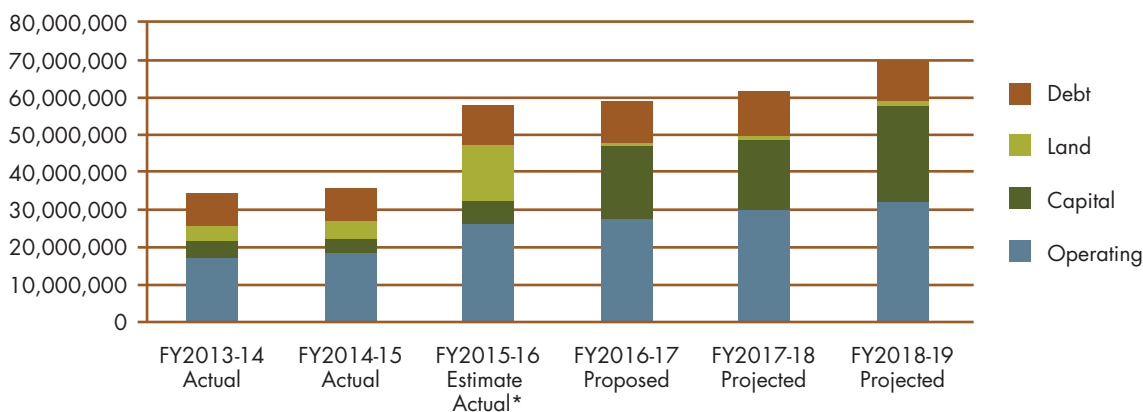
The increase in General Fund Capital is largely due to projects in support of Measure AA, projects to improve the District’s infrastructure, offices, and fiber connectivity, vehicles and equipment, and repairs and maintenance on District owned residences, driveways and disposition of unoccupied structures.

For FY2017-18, several land acquisitions and preservation projects are included in support of Measure AA. Until a transaction is closed, expenditures such as appraisals and other costs associated with property purchase research and early negotiations are budgeted in General Fund Capital (Fund 40). Once a transaction has closed, the expenditures are eligible for Measure AA reimbursement.

Fund 50 - Debt Service Fund

The Debt Service Fund for FY2017-18 is increased approximately 4%. Measure AA debt service in prior years was partially off-set with the premium received upon issuance of the 2015 General Obligation bonds. This premium has been depleted and regular debt service payments are included in the FY2017-18 budget. This increase of approximately \$1.2 million is partially off-set with the debt service savings from the refunding of the 2007A bonds by the 2016 Green Bonds Refunding.

Expenditure Trend



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

The preceding chart depicts actual and projected expenditures over a six year period. The 63% increase for FY2015-16 over prior year expenditures is due primarily to the change in the start of the District’s fiscal year from April 1 to July 1 and results in a one-time 15-month fiscal year.

For FY2017-18 and FY2018-19, operating expenses are expected to increase at a more moderate rate as additional positions are added more gradually to continue project implementations and provide the administrative support to deliver the District's mission. As in FY 2016-17, land acquisitions will be budgeted at modest levels and the budget amended at the time of purchase.

The first table below illustrates the breakdown of the budget by fund and breaks out the General Fund between salaries and services and supplies. The second table below breaks out the budget by department. Additional budget information can be found on the individual departments' pages in Section VI.

Table 2: FY2017-18 Budget by Fund and Expenditure Type

District Budget by Expenditure Category	FY2015-16 Actuals*	FY2016-17 Adopted Budget	FY2017-18 Proposed Annual Budget	\$ Change from FY2016-17 Adopted Budget	% Change from FY2016-17 Adopted Budget
Salaries and Benefits	\$21,989,762	\$20,212,015	\$22,016,288	\$1,804,273	9%
Less: MAA Reimbursable Staff Costs	—	(1,037,683)	(1,289,256)	(251,573)	24%
Net Salaries and Benefits	21,989,762	19,174,332	20,714,991	1,552,700	8%
Services and Supplies	6,253,828	8,034,968	9,617,381	1,582,413	20%
Total Operating Expenditures	28,243,590	27,209,300	30,344,413	3,135,113	12%
Hawthorns Operating	26,651	50,300	82,500	32,200	64%
Hawthorns Capital	196,405	82,750	84,000	1,250	2%
Total Hawthorns Expenditures	223,056	133,050	166,500	33,450	25%
General Fund Capital (Fund 40)		3,616,300	5,668,540	2,052,240	57%
Measure AA Capital (Fund 30)		15,066,450	12,513,845	(2,552,605)	-17%
Total Capital Expenditures	5,631,156	18,682,750	18,182,185	(500,365)	-3%
General Fund Land and Associated Costs (Fund 40)		399,750	864,500	464,750	116%
Measure AA Land and Associated Costs (Fund 30)		608,350	124,000	(484,350)	-80%
Total Land and Associated Costs	13,776,241	1,008,100	988,500	(19,600)	-2%
Debt Service	10,239,502	11,084,840	11,721,637	636,797	6%
Total Debt Service (Fund 50)	10,239,502	11,084,840	11,721,637	636,797	6%
Total District Budget	\$58,113,545	\$58,118,040	\$61,403,435	\$3,285,395	6%

Table 3: FY2017-18 Budget by Department

District Budget by Funding Source	FY2015-16 Actuals*	FY2016-17 Adopted Budget	FY2017-18 Proposed Annual Budget	\$ Change from FY2016-17 Adopted Budget	% Change from FY2016-17 Adopted Budget
Administrative Services	\$6,875,199	\$5,190,406	\$5,949,917	\$759,511	15%
Engineering and Construction	N/A	12,715,769	9,474,157	(3,241,612)	-25%
General Counsel	615,373	573,071	587,889	14,818	3%
General Manager	1,812,010	1,902,242	2,305,456	403,214	21%
Land and Facilities	N/A	10,933,161	12,028,266	1,095,105	10%
Natural Resources	3,099,579	3,465,029	4,455,608	990,579	29%
Operating	10,232,715	N/A	N/A	N/A	N/A
Planning	5,103,036	3,608,172	5,319,640	1,710,218	47%
Public Affairs	2,226,119	1,763,266	2,189,993	426,727	24%
Real Property	15,474,888	1,790,866	1,903,609	112,743	6%
Visitor Services	N/A	5,091,219	5,467,263	376,044	7%
Debt Service	10,239,502	11,084,840	11,721,637	636,797	4%
Total District Budget	\$58,113,545	\$58,118,040	\$61,403,435	\$3,285,395	6%



Russian Ridge Open Space Preserve by Michael Housewood

FUNDED BY



MEASURE AA PROJECTS

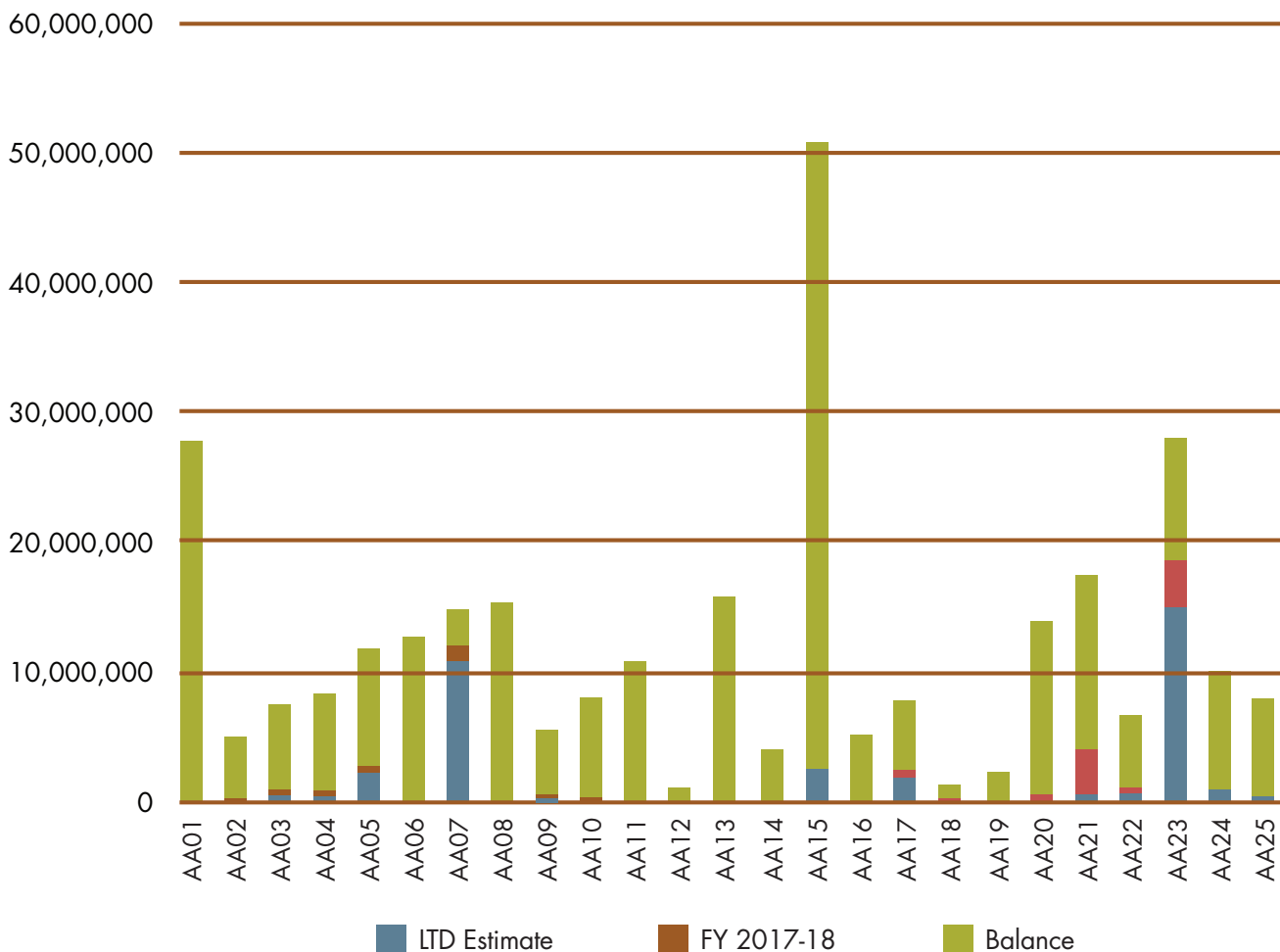
In June 2014, voters approved Measure AA, a \$300 million general obligation bond to be used to protect natural open space lands; open preserves or areas of preserves that are currently closed; construct public access improvements such as new trails and staging areas; and restore and enhance open space land,

which includes forests, streams, watersheds, and coastal ranch areas. Projects are grouped in 25 key project portfolios organized by geographic area within the District's boundaries.

The District began using Measure AA funds in 2014 and FY2017-18 will mark the fourth year of funding. As of June 30, 2017, an estimated \$36.9 million in Measure AA funds will be expended and the proposed FY2017-18 budget brings the total to \$49.5 million, or 16.5% of the \$300 million bond. The table on the next page summarizes the estimated expenditures by project portfolio.

The portfolio expenditures relative to the allocations, including Life to Date estimate at June 30, 2017, the amounts budgeted for FY2017-18 and the amount remaining of the allocation, are illustrated in the table on page 11.

Measure AA Expenditures



Measure AA Projects Budget Overview

AA#	Measure AA Portfolio	Expenditure Plan (adopted 2014)	Life-to-Date Estimate through 6/30/17	FY2017/18 Adopted	Balance Remaining	% Expended
01	Miramontes Ridge: Gateway to the Coast Public Access, Stream Restoration and Agriculture Enhancement	\$27,774,000	\$50,000	-	\$27,724,000	0.18%
02	Regional: Bayfront Habitat Protection and Public Access Partnership	5,052,000	137,603	288,389	4,476,462	8.43%
03	Purisima Creek Redwoods: Purisima-to-Sea Trail, Watershed Protection and Conservation Grazing	7,608,000	444,500	530,750	6,632,750	12.70%
04	El Corte de Madera Creek: Bike Trail and Water Quality Projects	8,376,000	399,430	494,040	7,482,530	10.67%
05	La Honda Creek: Upper Area Recreation, Habitat Restoration and Conservation Grazing Projects	11,733,000	2,280,000	524,600	8,928,400	23.90%
06	Windy Hill: Trail Implementation, Preservation and Hawthorns Area Historic Partnership	12,740,000	-	166,600	12,573,400	1.31%
07	La Honda Creek: Driscoll Ranch Public Access, Endangered Wildlife Protection and Conservation Grazing	14,825,000	10,900,700	1,161,030	2,763,270	81.36%
08	La Honda Creek/Russian Ridge: Preservation of Upper San Gregorio Watershed and Ridge Trail	15,347,000	-	-	15,347,000	0.00%
09	Russian Ridge: Public Recreation, Grazing and Wildlife Protection Projects	5,560,000	270,000	295,040	4,994,960	10.16%
10	Coal Creek: Reopen Alpine Road for Trail Use	8,017,000	5,000	258,800	7,753,200	3.29%
11	Rancho San Antonio: Interpretive Improvements, Refurbishing, and Transit Solutions	10,811,000	-	37,000	10,774,000	0.34%
12	Peninsula/South Bay Cities: Partner to Complete Middle Stevens Creek Trail	1,038,000	-	-	1,038,000	0.00%
13	Cloverdale Ranch: Wildlife Protection, Grazing and Trail Connections	15,712,000	-	-	15,712,000	0.00%
14	Regional: Trail Connections and Campgrounds	3,966,000	-	-	3,966,000	0.00%
15	Regional: Redwoods Protection and Salmon Fishery Conservation	50,728,000	2,600,000	-	48,128,000	5.13%
16	Long Ridge: Trail, Conservation and Habitat Restoration Projects (Saratoga)	5,140,000	-	-	5,140,000	0.00%
17	Regional: Complete Upper Stevens Creek Trail	7,760,000	1,859,005	646,965	5,254,030	32.29%
18	South Bay Foothills: Saratoga-to-Sea Trail and Wildlife Corridor	1,365,000	-	265,160	1,099,840	19.43%
19	El Sereno: Dog Trails and Connections	2,254,000	715	19,000	2,234,285	0.87%
20	South Bay Foothills: Wildlife Passage and Ridge Trail Improvements	13,966,000	180,766	442,960	13,342,274	4.47%
21	Bear Creek Redwoods: Public Recreation and Interpretive Projects	17,478,000	675,000	3,389,508	13,413,492	23.25%
22	Sierra Azul: Cathedral Oaks Public Access and Conservation Projects	6,714,000	666,330	461,494	5,586,176	16.80%
23	Sierra Azul: Mount Umunhum Public Access and Interpretive Projects	27,972,000	15,002,311	3,656,509	9,313,180	66.71%
24	Sierra Azul: Rancho de Guadalupe Family Recreation	10,078,000	1,049,866	-	9,028,134	10.42%
25	Sierra Azul: Loma Prieta Area Public Access, Regional Trails and Habitat Projects	7,986,000	410,000	-	7,576,000	5.13%
	TOTAL MAA Bond	\$300,000,000	\$36,931,226	\$12,637,845	\$250,430,929	16.52%

**Total FY2016-17 does not include \$250K for Measure AA District-wide Purchase Options and Low-Value Land Fund, as the budgeted amount is not assigned to a specific Measure AA Portfolio.

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, 2016, the assessed value of the District's property totaled \$214.9 billion, resulting in a legal debt limit of \$10.7475 billion.

In 2016, both Standard & Poor's (S & P) and Fitch Ratings awarded AAA ratings to the District's new Green Refunding Bonds. The District's Refunding Promissory Notes and Bonds remain at AAA, and the District's Revenue Bonds are rated AA+ by both ratings agencies (the exception being that Fitch does not rate the District's 2007 Revenue Bonds).

Outstanding Debt Obligations

As of March 31, 2017, the District had the following outstanding debt obligations:

Type of Debt	Maturity Actual	Interest Rate	Authorized and Issued	Outstanding as of March 31, 2017
2011 Revenue Bonds*	2022	2% to 6%	1,080,000	1,080,000
2012 Refunding Promissory Notes	2042	2% to 5%	31,264,707	29,584,707
2015 Refunding Promissory Notes	2034	3.5% to 5%	23,630,000	22,550,000
2016 Green Refunding Bonds	2038	3% to 5%	57,410,000	57,410,000
General Fund			165,799,707	124,754,151
2015 General Obligation Bonds	2021/2045	1.5% to 2.5%	45,000,000	44,225,000
Measure AA Fund			45,000,000	44,225,000
Total Debt			\$210,799,707	\$168,979,151

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

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

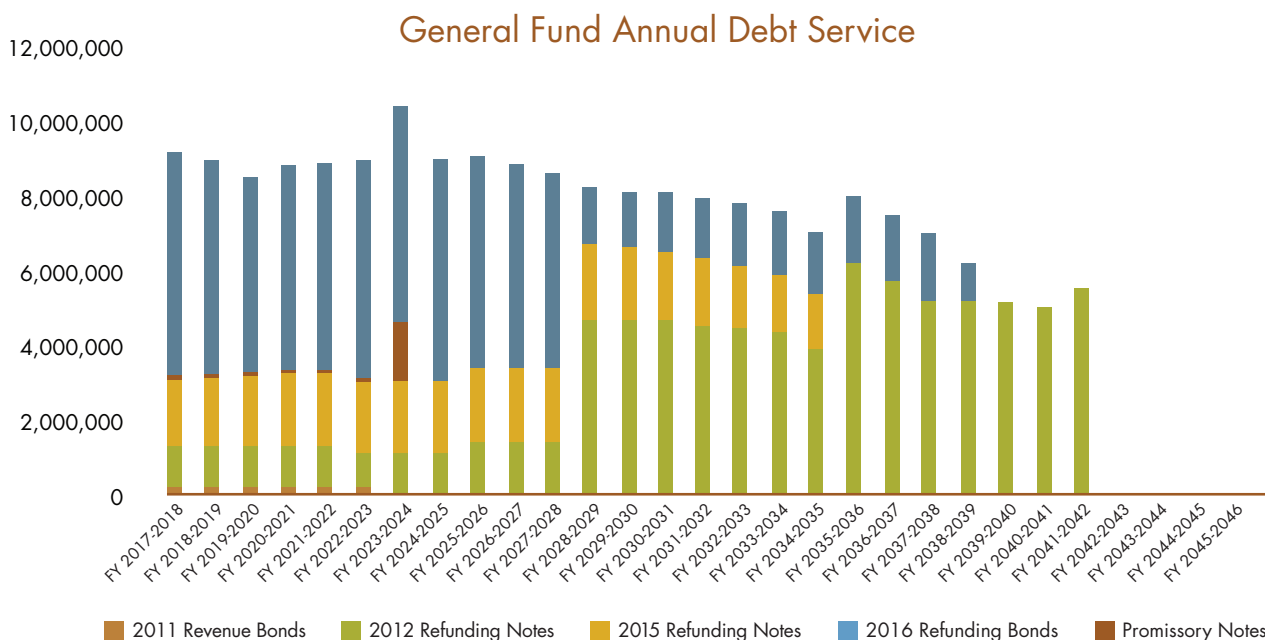
On January 19, 2012, the District advance refunded \$34.7 million in 1999 Lease Revenue Bonds by issuing \$34.265 million in promissory notes. The notes are a blend of current interest and capital appreciation notes maturing through 2042. The net proceeds of \$33.396 million were used to purchase U.S. 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

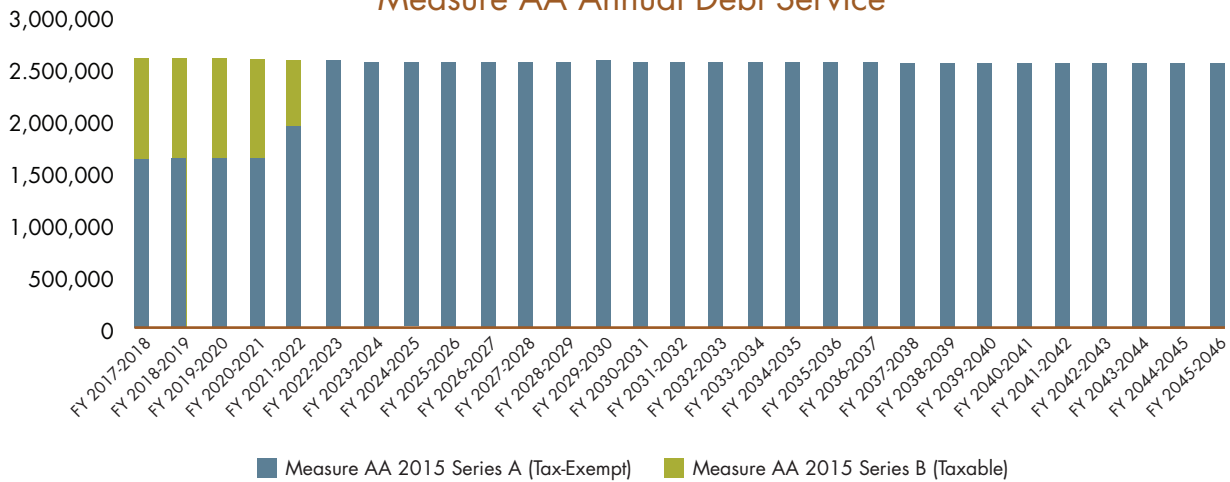
On September 22, 2016, the District refunded \$44.1 million of the District Financing Authority’s 2007 Series A Revenue Refunding Bonds and advance refunded \$19.1 million of the District Financing Authority’s 2011 Revenue Bonds by issuing \$57.4 million in Green Bonds Refunding. The net proceeds of \$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.



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

On August 13, 2015, the District 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 authorized the issuance of up to \$300 million principal amount of general obligation bonds.

Measure AA Annual Debt Service



FUND BALANCE

The FY2017-18 General Fund Balance increases by \$1.2 million primarily resulting from continued growth in the District’s property tax revenues and a stabilization in capital spending levels from the previous year.

	FY2015 Actual	FY2016 Actual	FY2017 Projected	FY2018 Budget
Restricted	\$1,702,556	\$1,971,040	\$1,637,851	\$1,486,351
Committed	20,400,000	35,400,000	43,400,000	43,900,000
Assigned	—	—	—	—
Unassigned	21,329,605	16,857,586	12,857,586	13,601,163
Total Fund Balance	\$43,432,161	\$54,228,626	\$57,895,437	\$58,987,514

BUDGET PROCESS

The District’s annual budget development process begins in January with the Board’s review of and update to the District Strategic Plan at its annual retreat. In February, the Board meets with the executive and department managers to establish its priorities for the upcoming fiscal year and provide staff with direction regarding Action Plan priorities.

Departments begin developing the District’s Annual Action Plan in February/March in accordance with the Board’s established priorities and develop the budgets in March. The individual department Action Plans and Budgets 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 Action Plan and Budget in May and formally adopts it in June.

The District 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 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.

FINANCIAL POLICIES

Budget Policy

The District follows best practices in budgeting, including: assessment of constituent needs, development of long range plans, adherence to budget preparation and adoption procedures, monitoring of performance, and adjustment of budget as required. The District 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.

The Board adopts the annual budget on the Fund level:

- Fund 10 – General Fund Operating
- Fund 20 – Hawthorn 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.

Investment Policy

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

Fund Balance Policy

During 2014 the Board of Directors adopted the Fund Balance Policy to provide adequate funding to meet the District'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 District 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 District auditors, to meet the requirements of GASB 54.

The components of District 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, the District 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 District Board of Directors. Funds spent from committed funds shall be reimbursed from the general fund within two years.

- **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. Funds spent from assigned funds shall be reimbursed from the general fund within two years.
- **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 the District and jeopardize the continuation of necessary public services.



Windy Hill Open Space Preserve by Mike Asao

Section II: Action Plan



Ravenswood Open Space Preserve by Frances Freyberg

SUMMARY AND OVERVIEW

The annual District Action Plan forms the fiscal year work program and includes all of the projects and key initiatives that the District will pursue and for which it will dedicate staff and financial resources. With the approval of Measure AA by the voters in 2014, this next fiscal year represents the third full year of Measure AA project funding. The Fiscal Year (FY) 2017-18 Action Plan contains a total of 127 projects, of which 40 projects, or 31%, are eligible for Measure AA reimbursement. In total, 59% of the project expenditures are Measure AA reimbursable. A number of Action Plan projects and key initiatives identified in FY2016-17 are expected to be complete by the end of the fiscal year, and are not expected to continue into the FY2017-18. District staff continues to focus its efforts on project delivery and accountability of the Action Plan projects and key initiatives that are identified by the District Board of Directors.

ACTION PLAN

The annual District Action Plan forms the fiscal year work program and includes all of the projects and key initiatives that the District will pursue and for which it will dedicate staff and financial resources. At the annual Board of Directors' Retreat in February 2017, the Board directed staff to focus on the following key priorities when developing the FY2017-18 Action Plan and Budget.

1. Opening the Mount Umunhum summit to Public Access

After five years of abandoned buildings demolitions, design, permitting, and construction, Mount Umunhum in the Sierra Azul Open Space Preserve will be opened for public access in the Fall of 2017. Final activities to be completed prior to the Grand Opening in September include resolution of road rights and roadway improvements, finish construction of parking areas and shade structures, completion of the Trail and Steps to the Summit, and Interpretive amenities.

2. Opening southern La Honda Creek Open Space Preserve to Public Access

With the La Honda Creek Open Space Preserve Master Plan completed in 2012 and the availability of Measure AA funding, the District started with the implementation of the infrastructure improvements needed to open the preserve to public access. During FY2017-18 the budget provides for completion of road and bridge repairs, construction of a parking lot, and preparation of trails and signage for public trail access. Additionally, preliminary design and review for the Red Barn parking area and trail connections will commence.

3. Opening western Bear Creek Redwoods Open Space Preserve to Public Access

Bear Creek Redwoods is another preserve that the Board identified as a high priority to open for public access. After a detailed assessment of the requirements to open the preserve to the public, the District has a targeted opening date in late 2018/early 2019. For FY2017-18, the District will focus on construction of a new parking lot, providing a pedestrian crossing over Bear Creek Road, road and trail improvements in the preserve, stabilization for Alma College structures, water systems improvements, weed abatement, ponds improvement plans, and Stables Facilities Plan and long-term lease for the stables.

4. Expanding Regional Trail Connections and Wildlife Corridors

The District has several projects to expand regional trail connections and wildlife corridors, such as the Highway 17 wildlife and trail crossing, the Ravenswood Bay trail, and the Saratoga-to-the-Sea trail. Additionally, the District plans to initiate the scoping of a feasibility study of potential access connections using non-motorized means, transit and parking alternatives through stakeholder outreach and engagement.

5. Other Measure AA Projects

Other priorities identified by the Board that relate to Measure AA Projects implementation, the District's mission, Strategic Plan, and Vision Plan include: partnerships with other agencies, and public safety and access.

6. Staff Facilities Planning

The Administrative Office project will enter into the design and construction document phase in FY2017-18. A new location has been identified for the South Area Field Office for acquisition and renovation to accommodate field staff, expedite project delivery, and further enhance service delivery. Other projects include a field storage building for the Skyline Field Office as well as a connectivity project to provide fiber optic lines for improved internet capabilities at all field offices.

7. Other Strategic Plan, or Mission-related Activities

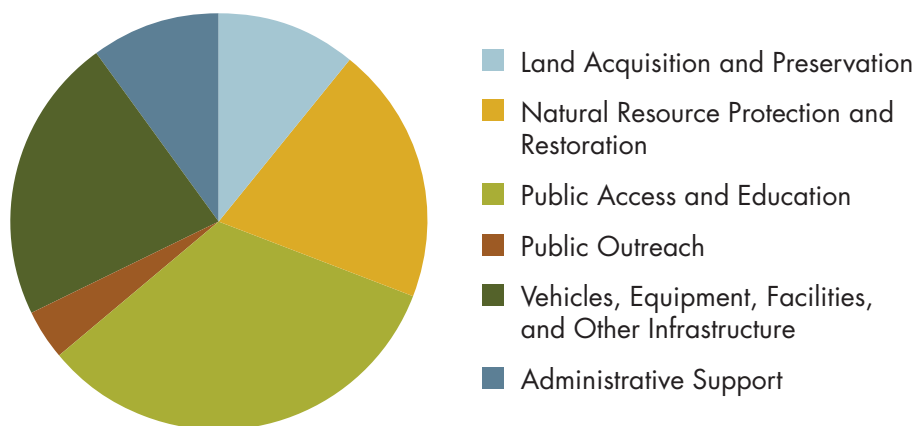
Other priorities identified by the Board relate to the District's mission, Strategic Plan, and Vision Plan and include: public information enhancement and outreach activities, partnerships with other agencies, resource management tools, property management, and public safety and access.

District staff prepared the FY2017-18 Action Plan in accordance with the Board's direction outlined above, resulting in 127 projects spread throughout the following categories:

- Land Acquisition and Preservation (11%);
- Natural Resource Protection and Restoration (20%);
- Public Access and Education (33%);
- Public Outreach (4%);
- Vehicles, Equipment, Facilities, and Other Infrastructure (22%); and
- Administrative Support (10%).

From a funding perspective, 56% of the Action Plan projects are capital projects or land acquisition while the remaining 44% are included in the operating budget.

FY2017-18 Action Plan by Program



The scope, schedule, budget, and funding source for each project are described in the Action Plan to inform the Board and public about the details of the work program and anticipated milestones, and assist staff with project tracking and management. The Action Plan is cross referenced to the budget and provides the project detail to explain the total anticipated expenditures and budget allocations.

Finally, the funding source for each project is indicated with the following abbreviations:

- Fund 10 / OpEx-GF Operating Budget – General Fund
- Fund 30 / CapEx – MAA Capital Budget – Measure AA Fund
- Fund 20 / CapEx – Hwth Capital Budget – Hawthorn Fund
- Fund 40 / CapEx – GF Capital Budget – General Fund

Fiscal Year

The voter-approved Measure AA Expenditure Plan serves to guide the District’s capital program to increase public access to District lands, preserve additional land, and restore the natural resources and protect wildlife habitats. The Action Plan includes these Measure AA projects, General Fund capital projects, such as Tier 2 Vision Plan projects and staff facility improvements, as well as non-capital (administrative/operating) projects. A summary of the FY2017-18 Action Plan Key Projects by program and funding source is provided in Table 3 below.

Table 3: FY2017-18 Action Plan Projects by Program

Program	Projects		CapEx Funded		OpEx Funded	Hawthorn Funded	Total
	Total Number	% Total	MAA Funded	General Funded			
Land Acquisition and Preservation	14	11%	\$124,000	\$464,500	\$19,000	–	\$607,500
Natural Resource Protection and Restoration	25	20%	1,628,774	276,000	781,500	–	2,686,274
Public Access and Education	42	33%	10,903,971	595,800	704,000	84,000	12,287,771
Public Outreach	5	4%	–	–	136,500	–	136,500
Vehicles, Equipment, Facilities and Other	28	22%	–	3,845,740	521,000	–	4,366,740
Administrative and Other	13	10%	–	–	315,000	–	315,000
Total Projects	127	100%	\$12,656,745	\$4,906,040	\$2,477,000	\$84,000	\$20,399,785

The following pages present the District’s FY2017-18 Action Plan by department and provide details regarding the Key Projects.

FY2017-18 Action Plan Key Projects

FISCAL YEAR ENDING JUNE 30, 2018 (FY2017-18) ACTION PLAN KEY PROJECTS

Key Project	Purpose	Project Description				Fund	Department
		FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget			
PROGRAM: LAND ACQUISITION AND PRESERVATION							
NEW LANDS							
Lot Line Adjustment/ Property Transfer Purisima Uplands (MAA 03-001)	Pursue land purchase transfer to complete Purisima to the Sea corridor. (B34-CIP)	Giusti Upland Parcel Transfer 1. Obtain lot line adjustments approval from San Mateo County. 2. Negotiate Transfer Agreement with property owner. 3. Secure Subordination Agreement with owners lender. 4. Obtain RP Committee and Board Approval of Purisima Uplands property transfer to District. 5. Coordinate POST & Planning, EC, LF & VS, NR, and GIS for planning of Staging Area & Trail.	FY 17-18 Q1-Q2	\$ 30,000	30	Real Property	
Purisima Uplands Site Cleanup and Soil Remediation Assessment (MAA 03-002)	Phase II testing for removal of above ground oil facility, fuel tank, and cabin for Purisima Uplands property. (B62-CIP)	1. Obtain cost estimate for removal of oil tank & facilities, site restoration and any required site remediation w/ E&C & NR 2. Cabin demo & site restoration w/ E&C. 3. Road assessment NR & LF	FY 17-18 Q1 FY 17-18 Q2	\$ 50,000	30	Real Property	

FY2017-18 Action Plan Key Projects

Project Description						
Key Project	Purpose	FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department
<p>Bay Area Ridge Trail: Highway 17 Crossing (MAA 20-002/ Facilitates MAA 20-001)</p>	<p>REAL PROPERTY Work with public agency and private land owners to obtain trail easements and protect wildlife corridors at El Sereno OSP. PLANNING: Establish a critical Ridge Trail/regional trail crossing across Highway 17. Continue engagement and collaboration with regional partners, stakeholders, & regulatory agencies to identify regional trail connections on either side of Highway 17 and facilitate trail crossing over Highway 17. Participate in Caltrans review process of wildlife/trail crossings. (B38/B48-CIP)</p>	<p>REAL PROPERTY 1. Secure trail easements over private properties. Consult w/ Planning, L&F & VS a. Negotiate easement or fee terms b. Draft Easements c. Secure Board Approval 2. Meet with County on lot-line adjustment of private property a. If lot line adjustment is possible work on deal terms with private property b. Appraise property c. Draft transactional documents d. Secure Board Approval PLANNING: Continue pre-planning activities and stakeholder/agency engagement to support the review and design of the wildlife/trail crossings and potential connection trails.</p>	<p>PLANNING: Q1-Q4: Continue preliminary planning activities for the connection trails and participate in the Caltrans review process for the highway crossings.</p>	<p>\$ 25,000</p>	30	<p>Planning Real Property</p>
<p>El Sereno Wildlife Corridors</p>	<p>Work with public agencies and private land owners to obtain trail easements and protect wildlife corridors at El Sereno Open Space Preserve. (B48)</p>	<p>1. Secure trail easements over private properties. Consult w/ Planning, L&F & VS. a. Negotiate easement or fee terms b. Draft Easements. c. Secure Board Approval</p>	<p>FY 17-18</p>	<p>\$ 19,000</p>	30	<p>Real Property</p>
<p>Miramontes Ridge Land Conservation (Facilitates MAA 01)</p>	<p>Pursue land purchase opportunities to grow the District's contiguous greenbelt at Miramontes Ridge OSP. (B43-CIP)</p>	<p>Pursue Land Conservation Opportunities (Fee & Easement) Gateway to San Mateo Coast 1. Present appraisal/planning study to owner 2. Present offer to owner/Negotiations POST (Johnston Ranch Uplands) 1. Evaluate road/trail access & connections w/ L&F & Planning 2. Assess regional trail link to Wavecrest & Coastal trail w/ POST 3. Meet with City of Half Moon Bay to discuss shared public parking, City GP, Highway 1 crossing at south end of Main St., & trail/bike path along Higgins Road. 4. Conservation grazing plan w/ POST, NR & L&F. 5. Meet with State Parks regarding Burreigh Murray 6. GIS/Mapping</p>	<p>FY 17-18</p>	<p>\$ 55,000</p>	40	<p>Real Property</p>

FY2017-18 Action Plan Key Projects

Project Description						
Key Project	Purpose	FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department
Resolve access Rights to Madonna Creek Ranch Area of Miramontes Ridge OSP (Non MAA)	Work with neighboring property owners to resolve access rights to Miramontes Ridge OSP. (B109-CIP)	1. Research title and historic use of access to Madonna Creek Ranch. 2. Meet with private property owners who own and use access road. 3. Secure or purchase access easement to Madonna Creek Ranch and Miramontes Ridge OSP.	FY 17-18	\$ 19,000	40	Real Property
Complete Ridge Trail Gaps at El Corte de Madera OSP (Facilitates MAA 04)	Pursue Trail Connections between Upper Area of La Honda Creek & El Corte de Madera Creek Open Space Preserves. (B32-CIP)	1. Pursue purchase, exchange & gift opportunities(fee & easement) with conservation partners to connect El Corte de Madera OSP with Upper La Honda Creek OSP. 2. Consult with L&F, Planning, Natural Resources.	FY 17-18	\$ 12,000	40	Real Property
La Honda Creek Phase II Trail Connections (Facilitates MAA 05)	Pursue Trail Connections at La Honda Creek Open Space Preserve Red Barn Area. Plan and design trail connections at La Honda Creek Open Space Preserve Red Barn Area. (B10-CIP)	Pursue trail connection on California Hiking & Riding Trail Alignment at Red Barn Area, Survey trail area, Appraisal, Negotiate trail easement or fee interest, RP Committee, and Board Meetings. Plan and design trails to connect the Red Barn area to former Dyer Ranch area and former Driscoll Ranch area. Conduct technical studies and data gathering to evaluate landside area. Begin preliminary permitting.	Q1- Q3: Alignment planning and technical studies on landside area Q4: Begin preliminary permitting	\$ 27,500	40	Real Property

FY2017-18 Action Plan Key Projects

Project Description						
Key Project	Purpose	FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department
Scope POST (Cloverdale Ranch) Land Purchase Opportunity (Facilitates MAA 13)	Evaluate potential future land purchase of Cloverdale Ranch property owned by POST. (B36-CIP)	1. Identify access rights & riparian protections reserved from identified private agricultural transfer parcels. 2. Work with POST to identify infrastructure, water and habitat restoration projects. 3. Review property reports and assessments, and identify additional studies to be completed by POST. 4. Work with Natural Resources to assess Lake Lucerene Mutual Water Company infrastructure and operation. 5. Prepare scope of work for potential future purchase of Cloverdale property.	FY 17-18	\$ 10,000	40	Real Property
Pursue Land Purchase Opportunities at Long Ridge OSP MAA #15 & 16 (Facilitates MAA 15)	Pursue land purchase opportunities to grow the District's contiguous greenbelt at Long Ridge OSP. (B44-CIP)	1. Pursue purchase opportunity in Slate Creek. 2. Pursue purchase opportunity in Peters Creek. 3. Assess Natural Resource values and opportunities for management actions to improve habitat for old growth redwood dependent species.	FY 17-18	\$ 35,000	40	Real Property
Sierra Azul Rancho de Guadalupe Land Conservation (Facilitates MAA 24)	Pursue land purchase opportunity to grow the District's contiguous greenbelt in the Rancho de Guadalupe Area of Sierra Azul. (B45-CIP)	1. Pursue new land purchase opportunities as they become available. 2. Meet with County to discuss lot-line adjustment for Pheasant Creek Property. 3. Negotiate deal terms for Properties above Guadalupe Reservoir. 4. SCVWD Hicks Road relocation consult w/ NR, E&C & POST (CE holder) exchange for Hicks & Pheasant culvert replacement to improve fish passage.	FY 17-18	\$ 31,000	40	Real Property

FY2017-18 Action Plan Key Projects

Project Description						
Key Project	Purpose	FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department
Sierra Azul Loma Prieta Land Conservation (Facilitates MAA 25)	Pursue land purchase opportunity to grow the District's contiguous greenbelt in the Loma Prieta Area of Sierra Azul. (B46-CIP)	1. Pursue land purchase opportunity in upper Herbert Creek. 2. Pursue land purchase opportunity along Loma Prieta Ridgeline.	FY 17-18	\$ 10,000	40	Real Property
Pursue Watershed Protection Opportunities at Sierra Azul & El Sereno (Facilitates MAA portfolios 18/19/20/ 21/22/23/25)	Pursue land purchase opportunity to protect the Los Gatos, Guadalupe and Saratoga Creek regional significant watershed at Sierra Azul, Bear Creek Redwoods, El Sereno & Saratoga Gap OSPs. (B41/B46-CIP)	1. Secure needed state legislation. 2. Notify and coordinate with partners. 3. Meet with owner to negotiate details of transaction. 4. Tour Property. 5. Hire appraiser. 6. Draft Purchase and Sale Agreement. 7. RP Committee, and Board Meetings. 8. Coordinate w/Partners all Departments.	FY 17-18	\$ 130,000	40	Real Property
Lower San Gregorio Creek Watershed Land Conservation (Non-MAA)	Pursue opportunity to protect watershed and farmland in the Lower San Gregorio watershed. (B47-CIP)	1. Pursue partnership with POST to protect water resources and agricultural lands in the Lower San Gregorio watershed. 2. Pursue riparian and farmland conservation partnership opportunity with POST in Lower San Gregorio watershed.	FY 17-18	\$ 39,000	40	Real Property Natural Resources
Cal-Water Exchange, El Corte de Madera and Teague Hill OSPs (Non-MAA)	Pursue trail connections between Huddart Park and Teague Hill OSP and pursue future land conservation protections in the Bear Creek Watershed. (B50-CIP)	1. Identify trail easement to exchange consult w/ L&F & Planning. 2. Draft exchange agreement. 3. Draft trail easement and tank easement. 4. Secure replacement approval for Land and Water Grant. 5. Real Property Committee. 6. Closed Session.	FY 17-18	\$ 18,000	40	Real Property
				Fund 10		
				Fund 20		
				Fund 30	\$ 124,000	
				Fund 40	\$ 446,500	
				Subprogram Total	\$ 570,500	

FY2017-18 Action Plan Key Projects

Key Project	Purpose	FY2017-18 Project Scope	Project Description																																													
			Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department																																										
PROGRAM: LAND ACQUISITION AND PRESERVATION PROTECTION / ACQUISITION OF PROPERTY RIGHTS																																																
Sierra Azul Mt. Umunhum Public Access and Property Rights (Non-MAA: 20111)	Secure all needed rights for public access to Mt. Umunhum summit and pursue additional purchase & easement & opportunities related to the Mt. Um Summit Project. Continue to meet obligations under a final order of possession or settlement agreement. (B1-CIP)	1. Complete eminent domain case with McQueen. 2. Complete exchange with PG&E for Mt Um Road and Woods Trail easements for Puigas Ridge gas line easement. a. Draft transactional documents. b. Hire surveyor for legal descriptions. c. Secure Board approval. 3. Rosetta site-cleanup & restoration. (E&C/NR)	FY 17-18	\$ 18,000	40	Real Property																																										
Encroachment Resolutions Saratoga Gap and Sierra Azul OSP	Gullicksen: Resolve longstanding encroachment of debris onto the District's preserve Marshall: Resolve longstanding residential encroachment. Green Eyes: Work to resolve fence dispute at Kennedy Trail. (B110/B111-Non CIP)	Gullicksen: Monitor remediation of site as part Santa Clara County lawsuit. Marshall: Execute exchange (license agreement and conservation easement) for existing house that extends across the property line. Green Eyes: Work with neighboring property owner to resolve fence dispute on the Kennedy Trail.	FY 17-18	\$ 19,000	10	Real Property																																										
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FY2017-18 Action Plan Key Projects

Key Project	Purpose	Project Description				Department
		FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	
PROGRAM: NATURAL RESOURCES PROTECTION AND RESTORATION						
LA HONDA CREEK OSP						
La Honda Creek Endangered Wildlife Protection: Fisheries Enhancement, Event Center (MAA 07-004)	Implement steelhead and Coho salmon restoration project within San Gregorio Creek Watershed. (B9-CIP)	Working with partner, San Mateo County Resource Conservation District, construct fourteen in-stream large woody debris structures to restore and improve spawning and rearing habitats within San Gregorio Creek. Project is funded through California Department of Fish and Wildlife, Fisheries Restoration Grant Program.	Q1: Permitting assistance to RCD Q2-Q3: Construction, biological monitoring	\$ 74,268	30	Natural Resources
La Honda Wildland Fire Response Plan	To create a plan for District staff and other emergency response agencies to respond to wildland fire incidents in La Honda Open Space Preserve. (B16-Non CIP)	Work with the Planning, GIS, Natural Resources and Land and Facilities departments to create a plan for wildland fire response in the La Honda Preserve. Work on this project will be integrated with the emergency evacuation plan project.	Q3: Create draft plan	\$ 25,000	10	Visitor Services
				\$ 25,000		
				\$ 74,268		
Subprogram Total				\$ 99,268		

FY2017-18 Action Plan Key Projects

Key Project	Purpose	FY2017-18 Project Scope	Project Description			Department
			Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	
PROGRAM: NATURAL RESOURCES PROTECTION AND RESTORATION						
BEAR CREEK REDWOODS OSP						
Bear Creek Redwoods: Alma College Western Pond Turtle mitigation (MAA 21-005)	Implementation of Western Pond Turtle mitigation plan for Alma College parking lot project. (B24-CIP)	Provide oversight and advice to Alma college parking lot project team to ensure impacts to Western Pond Turtle habitat are being mitigated.	Q1-Q4: Begin Mitigation Plan Implementation	\$ 110,140	30	Natural Resources Planning Engineering & Construction Land & Facilities
Bear Creek Redwoods: Cultural Resources Evaluations (MAA 21-005)	Assess unevaluated cultural resources within the Preserve, as identified in the Preserve Plan/ EIR, prior to initiating road and trail upgrades to facilitate public access. (B24-CIP)	Hire consultant to assess unevaluated cultural resources within the west-side (Phase 1) area of the Preserve. Provide determinations of eligibility to Historic Register, and make recommendations for avoidance or mitigations if eligible. Implement mitigation measures as necessary.	Q1-Q2: Hire consultant and conduct field assessments Q2-Q3: Complete assessment report Q2-Q4: implement mitigation measures	\$ 100,000	30	Natural Resources
Bear Creek Redwoods Preserve Plan: Invasive Weed Treatment/ Restoration Plan (MAA 21-007)	Implement targeted treatments under Integrated Pest Management (IPM) Plan to control invasive weed populations at Bear Creek Redwoods to facilitate opening preserve for public access. (B25-CIP)	Implement second year of targeted weed treatments at Bear Creek Redwoods to restore native habitats and roads and trails. Project is expected to require five years of treatment before habitats are restored to maintenance levels.	Q1-Q4: Continue treatment	\$ 169,604	30	Natural Resources

FY2017-18 Action Plan Key Projects

Project Description					
Key Project	Purpose	FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund Department
Bear Creek Redwoods: Ponds Restoration and Water Rights (MAA 21-008)	Determine water needs/availability for wildlife and develop and implement restoration plans for pond habitats at Bear Creek Redwoods to facilitate opening preserve for public access. Establish Water Rights for anticipated water use and water resources at Bear Creek Redwoods Open Space Preserve. (B26-CIP)	Determine water needs/availability for wildlife and habitat values at aquatic sites. Assess potential impacts from water development project(s). Assess geotechnical stability of pond infrastructure and develop and implement restoration plans for pond habitats at Bear Creek Redwoods OSP. Complete documentation for pre-1914 water rights. Monitor and report annual water use at Bear Creek Redwoods Open Space Preserve. Complete water monitoring of ponds and diversions.	Q1-Q2: Prepare recommendations and restoration plans for priority pond habitats. Q1-Q4 Monitoring. Q4: Water Rights Reporting	\$ 185,068	30 Natural Resources
			Fund 10 Fund 20 Fund 30 Fund 40	\$ 564,812	
			Subprogram Total	\$ 564,812	

FY2017-18 Action Plan Key Projects

Key Project		Purpose	FY2017-18 Project Scope	Project Description			Department
				Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	
PROGRAM: NATURAL RESOURCES PROTECTION AND RESTORATION							
WILDLIFE / FISHERIES MANAGEMENT							
Endangered Species Programmatic Permitting	Develop State and Federal permits for compliance with Endangered Species Acts. Facilitates streamlined implementation of MAA and non MAA projects, resource protection, and partnering efforts. (B97/B107-Non CIP)	Evaluate federal permitting options for Endangered Species Act compliance, including the value of entering a Federal Habitat Conservation Plan/State Natural Community Conservation Plan (HCP/NCCP). Renew Regional Water Quality Control Board (RWQCB) Fish & Wildlife (CDFW) Routine Maintenance Agreements. Develop San Francisco dusky-footed woodrat Memorandum of Understanding (MOU) with CDFW. Develop Regional General Permit with Army Corps.	Q1-Q4: Hire consultant, develop agreements, have a consultant prepare CEQA.	\$ 75,000	10	Natural Resources	
Marbled Murrelet Recovery Planning	Assist in the development of recovery plans and assess species presence and habitats on District lands. (B99-Non CIP)	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.	Q3: Fund priority projects, Q4: Midpen studies	\$ 50,000	10	Natural Resources	
Mindogo Ranch Aquatic Species Habitat Enhancement Plan Implementation	Collect additional San Francisco Garter Snake (SFGS) and other sensitive aquatic species distribution and abundance data and ongoing bullfrog eradication efforts. (B96-Non CIP)	Year 4 SFGS studies and ongoing bullfrog eradication efforts.	Q1-Q2: Complete fourth year SFGS monitoring and staff training. Q4: Complete Year 4 Report.	\$ 18,000	10	Natural Resources	

FY2017-18 Action Plan Key Projects

Project Description						
Key Project	Purpose	FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department
Predator/Livestock Protection Policy	Develop District Policy for response to predator interactions with public and tenants to protect human health and safety. (B98-Non CIP)	Develop policy and hire consultant to complete CEQA evaluation for Board adoption of Policy.	Q1-Q4: Develop Policy and CEQA review	\$ 35,000	10	Natural Resources
Mindogo (Russian Ridge) Pond Improvements (MAA 09-003)	Habitat Enhancement Plan Implementation. (B51-CIP)	Hire engineering consultants to design the enhancement of aquatic habitat for San Francisco garter snake, Western pond turtle and California red-legged frog by following the recommendations in the Mindogo SFGS Habitat Management Plan. Coordinate with regulatory agencies for permitting and conduct environmental review.	Q1-Q2: Hire engineer and design Q3-Q4: Permitting	\$ 114,740	30	Natural Resources
Wildlife Corridor Improvements: Highway 17 (MAA 20-001)	Provide wildlife crossing along Highway 17 corridor between Los Gatos and Lexington Reservoir. (B53-CIP)	Based on results of Feasibility Study, finish Caltrans Project Studies Report (PSR) for recommended alternatives working with partners and begin CEQA review (planning) and permitting process.	Q1-Q2: Finish PSR Q3-Q4: Begin CEQA and Permitting.	\$ 233,160	30	Natural Resources
				\$ 178,000		
				\$ 347,900		
				\$ 525,900		
				Subprogram Total		

FY2017-18 Action Plan Key Projects

Key Project	Purpose	Project Description				Department															
		FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund																
PROGRAM: NATURAL RESOURCES PROTECTION AND RESTORATION																					
VEGETATION MANAGEMENT																					
Prescribed Fire Program Development	Develop prescribed fire program for MROSD lands and prepare environmental review. (B106-Non CIP)	Prepare prescribed fire program for suitable MROSD lands. Hire consultant to design program and prepare environmental review.	Q2: Draft program, hire consultant Q3-Q4: Begin environmental review process.	\$ 75,000	10	Natural Resources Visitor Services															
Restoration Forestry Demonstration Project	Develop pilot project to restore degraded forest habitat on District Open Space Preserves. This project facilitates MAA implementation. (B101-Non CIP)	Working with Registered Professional Forester conduct technical studies to support restoration forestry pilot project and prepare plans to permit timber harvest to restore degraded forest land.	Q1-Q4: Conduct technical studies, prepare plan documents	\$ 40,000	10	Natural Resources															
Sudden Oak Death (SOD) and soil disease Monitoring and Research	Fund and assist SOD and soil disease research, and continue to identify and monitor infested areas. (B95-Non CIP)	Continue and expand preventative treatments for SOD, support SOD research.	Q1: Develop remediation plan for soil diseases Q2: Conduct SOD treatments Q3: Recruit new researchers. Q4: SOD blitz, start new SOD research.	\$ 161,000	10	Natural Resources															
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FY2017-18 Action Plan Key Projects

Project Description					
Key Project	Purpose	FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Department
PROGRAM: NATURAL RESOURCES PROTECTION AND RESTORATION					
WATER RESOURCES MANAGEMENT					
Guadalupe River Mercury Total Maximum Daily Load (TMDL) Monitoring	Comply with Regional Water Quality Control Board orders to investigate and monitor TMDL implementation. (B104-Non CIP)	Working with Partners - Develop new 5-year monitoring program and cooperative funding agreement to implement, coordinate, and monitor effort to assess TMDL implementation success at reducing mercury within Guadalupe River Watershed.	Q3 FY19-20 Complete monitoring	\$ 25,000	Natural Resources
San Gregorio Creek and Purisima Creek Watersheds Adjudication Compliance	Identify, monitor and report water use per the San Gregorio Creek Watershed Adjudication. (B94-Non CIP)	Evaluate District water rights for domestic, stock watering and resource preservation purposes and ensure compliance with regulatory requirements in the San Gregorio Creek Watershed.	Q1-Q4: Continue assessment and documentation of water rights	\$ 67,500	Natural Resources
El Corte de Madera Watershed Protection Plan Sediment Science	Study instream sediment to produce scientific report and analysis of the recently completed watershed protection project program. (B54-Non CIP)	Reassess sediment monitoring pools, install stream gauges and data loggers, and measure sediment transport and storage in pools. Two-three years of data needed.	Q1: Re-assess pools, Q2: Install stream gauges, Q3: Collect data, and Q4: Measure pools	\$ 60,000	Natural Resources
				\$ 152,500	
				Fund 10 Fund 20 Fund 30 Fund 40	
				Subprogram Total	\$ 152,500

FY2017-18 Action Plan Key Projects

Project Description						
Key Project	Purpose	FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department
PROGRAM: NATURAL RESOURCES PROTECTION AND RESTORATION						
SITE REMEDIATION, CLEANUP, AND RESTORATION						
Hendrys Creek Property Land Restoration (MAA 22-001)	Implement habitat improvements along 3/4 mile of Hendrys Creek and tributaries within the 8.3 acres of freshwater wetland mitigation easement held by SCVWD. Project subject to June 30, 2019 SCVWD Wildlife Habitat Restoration Grant Program (Project D3) grant deadline. (B60-CIP)	1. Construction: may be initiated in late FY2017 but will continue through October 2018 for stream channel restoration. Work is restoration (not construction); E&C will assist with bid docs in FY 2017. 2. Restoration planting of native species (GrassRoots Ecology). 3. Plant establishment (GrassRoots Ecology) for a two year period after planting.	Q1-Q2: Construction Q2: Restoration planting Q2-Q4: Plant establishment	\$ 461,494	30	Planning Natural Resources
			Fund 10 Fund 20 Fund 30 Fund 40	\$ 461,494		
			Subprogram Total	\$ 461,494		

FY2017-18 Action Plan Key Projects

Key Project	Purpose	Project Description				
		FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department
PROGRAM: NATURAL RESOURCES PROTECTION AND RESTORATION						
OTHER RESOURCES MANAGEMENT						
Los Trancos – Page Mill Eucalyptus Removal	Improve fire and road safety in Los Trancos Preserve next to Page Mill Road. (B115-CIP)	Remove one hundred mature eucalyptus trees in Los Trancos Preserve. Contract for tree removal with Santa Clara County Fire Safe Council.	Q1-2: Develop plans and permit Q4 Phase 1 removal	\$ 276,000	40	Land & Facilities
Madonna Creek Agriculture Production Plan	Develop management plan to continue productive agriculture uses while protecting ecological resources. (B100-Non CIP)	Hire consultant through RFQ process and manage consultant to develop an Agriculture Production Plan for Madonna Creek.	Q1: RFQ/select consultant Q2: Assess property, develop plan Q3: Finalize plan, CEQA, Board approval	\$ 30,000	10	Natural Resources
Archaeological Resource Survey, Assessment, and Curation	Catalog and curate District collection to fulfill stewardship and education mission of District. (B102-Non CIP)	Working with regional archaeologists, survey District collections, catalog and curate artifacts per curation guidelines.	Q2: Survey collections. Q3-Q4: Begin cataloging / curation	\$ 20,000	10	Natural Resources
Resource Management Grants Program	Review resource management grants program policy and continue grant program.	Release RFP for future funding of projects based on Board revision to program. Conduct 5 year review of program and policy.	Q1: Track existing research projects Q3: Evaluate Program and release RFP Q4: Award new grants	\$ 40,000	10	Natural Resources
Carbon Sequestration/Climate Change Analysis	Evaluate District opportunities to enhance carbon sequestration and reduce carbon footprint. (B105-Non CIP)	Hire consultant to evaluate carbon footprint of District operations and opportunities to reduce footprint. Begin evaluation of carbon sequestration opportunities.	Q2-Q4: Hire consultant to evaluate carbon footprint	\$ 60,000	10	Natural Resources
Russian Ridge – Grazing Infrastructure (MAA 9-1)	Complete fencing and water system upgrades to implement conservation grazing program by opening new pasture for Mindogo grazing tenant. (B52-CIP)	Pending completion of Russian Ridge U&M amendment for additional install new water line, two additional troughs to and fence the southern pasture of the Mindogo Ranch grazing unit.	Q3 FY2017-18	\$ 180,300	30	Land & Facilities
				\$ 150,000		
				\$ 180,300		
				\$ 276,000		
				\$ 606,300		
				\$ 2,686,274		
NATURAL RESOURCES PROTECTION AND RESTORATION TOTAL						

FY2017-18 Action Plan Key Projects

Key Project	Purpose	Project Description				Department
		FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	
PROGRAM: PUBLIC ACCESS AND EDUCATION						
MT. UMUNHUM						
Mt Umunhum Radar Tower 2nd Assessment	Provide assessment and design for long-term radar tower repair. (B88-CIP)	Provide design for radar tower repairs and to start the permitting process. Continue studies on the impact of sealing tower on wildlife and design and implement mitigation plans.	Q1-Q4: Assessment	\$ 472,000	40	Engineering & Construction Planning Natural Resources
Mt Umunhum Summit – Trail Construction (MAA 23-002)	Complete Mt Umunhum Trail and Steps to the Summit. (B3-CIP)	Engineering & Construction to complete design and procure materials. Land & Facilities to construct trail and steps.	Q1: Complete trail and steps	\$ 185,928	30	Engineering & Construction Land & Facilities
Mt. Umunhum Road Design, Permitting & Implementation (MAA 23-006)	Complete safety upgrades and repairs to Mt Umunhum Road for vehicular access to summit. (B2-CIP)	Finish construction of Mt. Umunhum Road safety and roadway improvements.	Q1: Complete road improvements	\$ 1,263,159	30	Engineering & Construction
Mount Umunhum – Grand Opening Events	Connect people to open space and a regional vision. (B6-Non CIP)	Plan and implement historic opening of mountaintop including weekend celebration event, and invitation only event, including consultation services to manage logistics.	Q1: Planning Q2: Host Series of Events Q3-Q4: Follow-up	\$ 95,000	10	Public Affairs ALL
Mount Umunhum – Audio Tour	Connect people to open space and a regional vision. (B7-Non CIP)	Develop and Produce Mount Umunhum audio walking tour in coordination with Grand Opening. Coordinate with Planning and Project Managers to align messages and interpretive materials, Promotional Campaign and communications.	Q1: Finalize Draft for Review, develop comm plan Q2: Rollout Tour, Promote	\$ 25,000	10	Public Affairs Planning, Natural Resources, Visitor Services

FY2017-18 Action Plan Key Projects

Key Project	Purpose	Project Description				Department
		FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	
Mt. Umunhum Summit Restoration, Parking & Landing Zone (MAA 23-004/005)	Completion of Summit public access improvements, interpretive elements and native plantings for opening of Summit in September 2017. (B1/B4-CIP)	Finish construction of portion of roadway (from flagpole to summit), parking lots, accessible paths, shade structures and other improvements. Continue coordination with Amah Mutsun tribal group and volunteers on native planting restoration. Complete fabrication and installation of interpretive elements as part of Summit construction. Partnership project with Amah Mutsun Tribal Band and funding from California Coastal Conservancy grant.	Q1: Complete summit improvements	\$ 2,065,950	30	Engineering & Construction Land & Facilities Planning Natural Resources
Mt. Umunhum Summit – Restoration, Parking & Landing Zone	Revegetation of the Mt Umunhum Summit. (B4-CIP)	Complete installation of plants for re-vegetation and plant establishment period.	Q1: FY 2017-18 Begin revegetation, preparation for opening Q2: FY 2017-18 Continue revegetation & monitor	\$ 141,472	30	Land & Facilities
				\$ 240,000		
				\$ 3,656,509		
				\$ 472,000		
				\$ 4,368,509		

FY2017-18 Action Plan Key Projects

Key Project	Purpose	Project Description				Department
		FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	
PROGRAM: PUBLIC ACCESS AND EDUCATION						
LA HONDA CREEK OSP						
Harrington Bridge – Replace Bridge Superstructure	Provide safe vehicle and visitor access across Harrington Creek in the La Honda Creek OSP. (B12-CIP)	Pending permitting, strip bridge down to railroad structural support and rebuild entire bridge superstructure, including new decking and railings.	Q1 : Set up for construction Q2: Complete construction	\$ 48,400	40	Land & Facilities Engineering & Construction
La Honda Creek Red Barn Parking Area and Easy Access Trail (MAA 05-005)	Prepare a site plan and conduct CEQA for the Red Barn public access area including easy access trail. Plan and design trails to connect the Red Barn area to former Dyer Ranch area and Driscoll Ranch area. (B11-CIP)	Complete preliminary design; initiate and complete environmental review, design development and begin preliminary permitting.	Q1: Complete preliminary design Q2-Q3: Complete environmental review and initiate preliminary permitting Q4: Design development and continue preliminary permitting	\$ 312,000	30	Planning
La Honda Creek Phase II Trail Connections (MAA 05-XXX)	Pursue Trail Connections at La Honda Creek Open Space Preserve Red Barn Area. plan and design trail connections at La Honda Creek Open Space Preserve Red Barn Area. (B10-CIP)	Pursue trail connection on California Hiking & Riding Trail Alignment at Red Barn Area, Survey trail area. Appraisal, Negotiate trail easement or fee interest, RP Committee, and Board Meetings. Plan and design trails to connect the Red Barn area to former Dyer Ranch area and former Driscoll Ranch area. Conduct technical studies and data gathering to evaluate landslide area. Begin preliminary permitting.	Q1- Q3: Alignment planning and technical studies on landslide area Q4: Begin preliminary permitting	\$ 198,500	30	Real Property Planning
La Honda Creek Sears Ranch Road Parking Area (MAA 07-009)	Construct improvements to the Sears Ranch Road parking area and roadway. (B10-CIP)	Complete construction of the parking area and roadway improvements. Open the parking area and portions of La Honda Creek Preserve to the public.	Q1: Begin construction Q2-Q3: Complete construction	\$ 922,200	30	Engineering & Construction
La Honda Creek – White Barn – Historic and Structural Assessment (MAA 05-008)	Identified as a Phase I moderate priority project in La Honda Creek Open Space Preserve Master Plan. (B17-CIP)	Complete historic and structural assessment for stabilization of the White Barn. Revise Redwood Cabin assessment and cost estimates. Present White Barn and revised Redwood Cabin assessments to PNR Committee and Board.	Q1: Release RFP; Consultant selection Q2: Complete assessment Q3: Present to Committee and Board	\$ 41,600	30	Planning

FY2017-18 Action Plan Key Projects

Project Description						
Key Project	Purpose	FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department
La Honda Creek – Sears Ranch Trail Connections associated with Parking Area (MAA 07-007)	Disposition of dilapidated structure adjacent to trail for public safety prior to the opening of Lower La Honda Creek portion of the trail. (B10-CIP)	Completion of Sears Ranch Structure Disposition at La Honda Open Space Preserve. Monitoring of hazardous material removal will be required during construction. Bat survey and relocation will be performed prior to structure disposition. Work is estimated to be completed Fall 2017.	Q1: Bat Survey and Bid Q2: Construction	\$ 78,650	30	Engineering & Construction
La Honda Creek – Sears Ranch Trail Connections associated with Parking Area (MAA 07-009)	Completion of permanent parking area and Phase I trails for opening Preserve by 2017; public access fulfills grant requirement for Habitat Conservation Fund. (B10-CIP)	Complete trail naming, signage and formalization of the Folger Loop trail to open the Sears Ranch Road entrance/lower La Honda Creek to the public by the end of 2017. Sign budget will be carried by E&C Department.	Q1: Complete Master Plan Amendment Q2: Install signs	\$ 85,912	30	Land & Facilities
La Honda Creek OSP Communications Plan	Connect people to open space and a regional environmental protection vision. (B14-Non CIP)	Manage District's communications and public outreach including: publicize public events, establish key messages, draft information materials such as fact sheets, supply information to the media, communicate with constituents and help at public meetings.	Q1 - Q4: Provide support as project needs	\$ 10,000	10	Public Affairs Planning

FY2017-18 Action Plan Key Projects

Project Description					
Key Project	Purpose	FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Department
La Honda Creek OSP – Groundbreaking & Grand Opening Events	Connect people to open space and a regional environmental protection vision. (B15-Non CIP)	Plan and implement two milestone events including invitation groundbreaking and public grand opening events.	Q1: Host groundbreaking, plan for opening Q2: Host grand opening	\$ 10,000	Public Affairs Land & Facilities Visitor Services
			Fund 10	\$ 20,000	
			Fund 20		
			Fund 30	\$ 1,638,862	
			Fund 40	\$ 48,400	
			Subprogram Total	\$ 1,707,262	

FY2017-18 Action Plan Key Projects

Key Project	Purpose	Project Description				
		FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department
PROGRAM: PUBLIC ACCESS AND EDUCATION						
BEAR CREEK REDWOODS OSP						
Bear Creek Stables Site Plan Implementation (MAA 21-004, taxable bond)	Initiate design development for approved improvements and RFP and tenant selection process. (B20-CIP)	Planning: Complete concept design, geotechnical investigation and schematic design and implementation plan.	Q1-Q2: Planning: Concept plan board meeting, and schematic design Q3-Q4: Initiate construction docs and PNR	\$ 455,600	30	Planning Engineering & Construction
Bear Creek Redwoods – Public Access (Phase I trails) (MAA 21-005)	Opening of Bear Creek OSP. (B22/B23/B24-CIP)	Complete construction of trail segments required to connect the Bear Creek Road crossing to the west side of the preserve and a segment to form a loop hiking opportunity.	Q1: Begin trail layout and construction Q2: Continue trail construction	\$ 377,656	30	Land & Facilities
Bear Creek Redwoods – Alma College Parking Area and Pedestrian Crossing (MAA 21-005)	Construct a new 51-stall parking area, pedestrian crossing of Bear Creek Road and other visitor-serving amenities. (B24-CIP)	Complete design and engineering documents, securing permits and assisting E&C with preparing bid packages for construction.	Q1: Complete 90% Design & obtain encroachment permits Q2: Hand-off project to E&C	\$ 834,140	30	Planning Engineering & Construction

FY2017-18 Action Plan Key Projects

Project Description						
Key Project	Purpose	FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department
Bear Creek Redwoods – Alma College Cleanup and Stabilization (MAA 21-006)	Consistent with Board-approved Preserve Plan, implement minimal repairs and clean up to the Alma College site needed to prepare gateway entrance for public visitation and address public safety/enforcement concern; includes bat exclusion and relocation work; demolition and building permitting; initiate solicitation of potential partner for reuse of site. (B27-CIP)	Conduct Phase II Environmental Assessment (EA); construct/stabilize bat habitat; stabilize Chapel; exclude bats and seal chapel; prepare demolition plans and specs.	Q1: Phase II EA Q2: Construct bat habitat and stabilize chapel Q3: Seal chapel Q4: Prepare demo plans and specs	\$ 575,600	30	Planning Engineering & Construction
Bear Creek Redwoods – Water System (MAA 21-003)	Provide fire and potable water infrastructure for Bear Creek Stables. (B19-CIP)	Finalize water design, acquire permits and approvals, and install water infrastructure.	Q1-Q2: Design and Phase I construction Q3-Q4: Design	\$ 137,100	30	Engineering & Construction
Bear Creek Redwoods – Road and Trail, and retaining wall. (MAA 21-005)	Provide roads, trails, and retaining wall improvements. (B22-CIP)	Natural Resources will complete design. Engineering & Construction will acquire permits and contract for construction for the road and retaining wall. Land & Facilities will construct trails.	Q1: Design Q2: Begin construction Q3-Q4: Complete construction	\$ 250,000	30	Natural Resources Land & Facilities Engineering & Construction
Bear Creek Redwoods – Webb Creek Bridge (MAA 21-009)	Replacement of Webb Creek Bridge to vehicle standards. (B23-CIP)	Complete design of the bridge and start the permitting process.	Q1-Q3: Design and permitting Q4: Construction	\$ 194,600	30	Engineering & Construction

FY2017-18 Action Plan Key Projects

Project Description						
Key Project	Purpose	FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department
Bear Creek Redwoods OSP Communications Plan	Connect people to open space and a regional environmental protection vision. (B28/B29/B30-Non CIP)	Manage District's communications and public outreach including: publicize public events, establish key messages, draft information materials such as fact sheets, supply information to the media, communicate with constituents and help at public meetings. Includes preserve-side communications, as well as specific to Alma College and the stables.	Q1-Q4: Provide support as project needs	\$ -	10	Public Affairs Planning
			Fund 10	\$ -		
			Fund 20			
			Fund 30	\$ 2,824,696		
			Fund 40			
			Subprogram Total	\$ 2,824,696		

FY2017-18 Action Plan Key Projects

Project Description						
Key Project	Purpose	FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department
PROGRAM: PUBLIC ACCESS AND EDUCATION						
OTHER LOCATIONS						
Purisima Creek Redwoods – Bridge 1 – Replace Bridge Superstructure	Provide safe vehicle and visitor access across Purisima Creek. (B58-CIP)	Pending permitting. E&C staff to complete design, acquire permits, and procure material. L&F staff to replace degraded vehicle bridge decking and install new rails. Strip bridge down to railcar structural support and rebuild entire bridge superstructure, including new decking and railings.	Q2 or Q4 for installation, possibly deferred due to road damage in the area	\$ 48,400	40	Land & Facilities Engineering & Construction
Ridge Trail Crossing: Highway 17 (Facilitates MAA 20-001)	Establish a critical Ridge Trail/regional trail crossing across Highway 17; partnership project. (B38)	Provide trail planning support for the regional trail crossing along Highway 17 in the Los Gatos/Lexington Reservoir area.	Q3 for Project Study Report	\$ 184,800	30	Planning Natural Resources
Preserve Use Survey	Better understand preserve users and preserve satisfaction (what do they need and think). (B91-Non CIP)	Year two of 2-year project – Conduct preserve usage study to establish a baseline on preserve visitors including demographics, use patterns, awareness and satisfaction; use Consultant in fall/winter 2017. (Year one included development and design, and hiring of consultant).	Q1: RFP for contract Q2-Q4: Data collection	\$ 172,000	10	Public Affairs Visitor Services
Rancho San Antonio Non-motorized Mobility, Transit Connections and Parking Alternatives	Pursue options to address high demand and over capacity parking, including non-motorized mobility and transit alternatives, to access Rancho San Antonio. (B33-Non CIP)	Stakeholder outreach and engagement with County of Santa Clara, VTA, Cities and other entities; Initiate scoping for feasibility study of potential access connections using non-motorized means, transit and parking alternatives.	Q1/Q2: Stakeholder engagement Q3/Q4: Scoping; consultant selection	\$ 72,000	10	General Manager's Office Planning (budget)

FY2017-18 Action Plan Key Projects

Project Description						
Key Project	Purpose	FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department
Hawthorns Historic Complex Partnership	Focus on completing the partnership development for long-term care and maintenance of historic complex. (B84-Non CIP)	Focus on completing the partnership development for long-term care and maintenance of historic complex. Determine the viability of the proposed partnership with the selected potential partner (Partner) within the one-year license agreement (set to end in August). If viable, retain an historic preservation/architectural consultant to evaluate the Partner's proposed plans for rehabilitation and reuse of the historic complex in late 2017. Coordinate with Peninsula Open Space Trust (POST) on the development proposal review and consistency with Conservation Easement. Evaluate permitting requirements through Town of Portola Valley. Present the Partner plans to the Planning and Natural Resources Committee (PNR) and Board for concurrence and direction on development of a long-term lease and CEQA review. In the event of an unsuccessful partnership, return to PNR and the Board with alternative options and a recommendation for managing the historic structures. Consider other potential support roles for the interested Partner. Also in the interim, complete critical actions as needed to deter future resource damage. Pending Board approval of next steps, lay out the schedule, scope of work, and retain an historic preservation/architectural consultant to evaluate and prepare cost estimates for mothballing, stabilization, and/or rehabilitation of select structures. Complete CEQA review as required.	Q1: Assess selected potential partner's success under one-year license agreement and determine need for extension. Q1-Q4: Consultant selection; evaluate partner's proposed rehabilitation and reuse of the historic complex; permitting; PNR and Board review and direction on long-term lease. Conduct CEQA review.	\$ 84,000	20	Planning

FY2017-18 Action Plan Key Projects

Project Description						
Key Project	Purpose	FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department
Cooley Landing Interpretative Facilities Design & Implementation (MAA 2-001)	Continue working in partnership with City of East Palo Alto on Cooley Landing Interpretative Facilities and Infrastructure. (B61-CIP)	PHASES II - V of Cooley Landing Vision Plan. Ongoing partnership project with City of East Palo Alto. City of East Palo Alto to design and implement the remaining site improvements related to Cooley Landing Park. Provide technical assistance. Update Partnership Agreement. Pending Board approval related to the use of Measure AA funds, prepare Agreement and coordinate reimbursement of eligible expenses incurred by the City. The District will continue to provide technical assistance and will amend the current Partnership Agreement to include six elements out of this phase of work for which the Board has approved MAA funding. Per the City, construction must be completed by June 30, 2019 to meet requirements of the City's \$5M Prop 84 Statewide Park Development and Community Revitalization Program Round 2 grant. Design is expected to continue through Winter 2017. Grassroots Ecology is continuing habitat restoration work (Year 2 of 3).	Schedule set by City of East Palo Alto. Construction must be completed by June 30, 2019 to meet Prop 84 grant requirements.	\$ 139,389	30	Planning
Cooley Landing Park Business and Operating Plan	Working collaboratively with the City of East Palo Alto (City), develop a business and operating plan for Cooley Landing Park to guide its long-term management and safeguard its long-term success.	Working closely with the City, prepare a Request for Qualifications and Proposals (RFQP) to solicit and hire specialized services to prepare the business and operating plan for Cooley Landing Park. Plan will evaluate management strategies and identify existing and new funding sources to keep the park and the education center operating as envisioned. Development of the plan will require ongoing discussions and coordination with the City and exploration of new and/or expanded partnerships with other entities. Final plan to be reviewed and approved by the District Board.	Q1: Prepare and release RFQP, interview firms, forward selection for approval Q2: Kick-off the planning and analysis work Q3: Prepare draft plan for review and revisions Q4: Finalize plan for approval	\$ 200,000	10	General Manager's Office

FY2017-18 Action Plan Key Projects

Project Description						
Key Project	Purpose	FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department
Ravenswood Bay Trail Design and Implementation (MAA 02-002)	Complete design and environmental review for the 0.6-mile Bay Trail gap north of Ravenswood Open Space Preserve. Project is expected to be constructed in FY 19-20. Project subject to June 30, 2017 San Mateo County Measure K (formerly Measure A) grant deadline, and a grant extension is currently under negotiation with San Mateo County. (B42-CIP)	The scope of work includes conceptual design, environmental review, geotechnical engineering and construction documents and permitting (obtaining all necessary resource agency and regulatory agency permits to construct the Ravenswood Bay Trail). Construction will be publicly bid and performed by contractor. The scope of construction will include a bridge, boardwalk, trail, and pavement striping. Preliminary design is expected to be complete in Fall 2017. Construction documents are expected to be complete in Winter 2019. Permitting is expected to be complete in Spring 2019. All work is anticipated to be complete by 2020.	Q1-Q3: Planning: Design Development Q4: Submit permit applications	\$ 149,000	30	Planning Engineering & Construction
Harkins Bridge Replacement (MAA 03-004)	Provide maintenance, patrol, and emergency access across Purisima Creek. (B56-CIP)	Demolition of existing Harkins Bridge in Purisima Creek Redwoods OSP and installation of a new bridge approx. 100' upstream of existing bridge. Design was performed by a consultant. Construction will be publicly bid and performed by contractor. All work is anticipated to be completed by 2018.	Q1: Continue with construction began in Q4 FY 2016-17 Q4: Complete construction	\$ 440,650	30	Engineering & Construction
El Corte de Madera Ojion Trail Implementation (MAA 04-004)	Completion of Phase III of the Ojion Trail connecting Steam Donkey Trail to the Springboard Trail which is the final trail construction/restoration associated with Watershed Protection Program. (B55-CIP)	E&C staff to complete design, acquire permits, and procure material. L&F staff to construct trail.	Q1: Begin construction Q2: Complete construction	\$ 494,040	30	Engineering & Construction Land & Facilities

FY2017-18 Action Plan Key Projects

Project Description						
Key Project	Purpose	FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department
Hawthorns Historic Complex Public Access Site Plan (MAA 06-XXX)	Fulfill opportunity to develop a public access site plan for the Hawthorns Historic Complex property in combination with the Town of Portola Valley's request to realign/widen the existing Alpine Road trail (Partnership Project). (B37-CIP)	In coordination with POST, Real Property and Land & Facilities, initiate negotiations with the Town of Portola Valley (ToPV) for partnership on Alpine Road Trail widening/realignment. Develop public access opportunities and constraints and conceptual Site Plan alternatives. Coordinate with POST, ToPV and stakeholders; public outreach and engagement. Initiate CEQA.	Q1: Initiate negotiations with ToPV & POST; Initiate project scoping/programming for Site Plan Q2: Continue negotiations Q3: PNR Meeting Q4: Initiate CEQA	\$ 166,600	30	Planning
Rancho San Antonio Deer Hollow Farm White Barn Rehabilitation (MAA 11-XXX)	In collaboration with City of Mountain View and other partners, complete historic and structural assessments to inform design of site improvements including barn repairs using donation funding (Partnership Project). (B49-CIP)	Complete historic and structural assessment for stabilization of the White Barn. Coordinate with City on scoping, consultant selection, review and deliverables. A qualified architectural historian will assess the condition of the White Barn, and its historical significance. A structural engineer will assess the integrity of the building to determine the need and estimated costs for structural improvements and/or repairs. A draft assessment report is anticipated to be complete in Spring 2018. The assessment will help inform the design for refurbishment of the existing barn that would be used for public interpretation, as well as ongoing management of Deer Hollow Farm.	Q1-Q2: Project scoping/RFP/ Consultant Selection Q2-Q3: Complete assessment	\$ 37,000	30	Planning Engineering & Construction
Saratoga-to-Sea Trail Connection (MAA 18-XXX)	The project involves supporting the City of Saratoga's 3.2-mile long trail connection from Quarry Park to Sanborn Park (Partnership Project). (B40-CIP)	L&F to provide technical support in review of City's prepared trail plans; attend field visits to ground-truth trail alignment. Planning to provide administrative support for any necessary partnership agreements related to MAA funding; review City's environmental review documents.	TBD (Schedule set by City of Saratoga)	\$ 265,560	30	Planning Land & Facilities

FY2017-18 Action Plan Key Projects

Project Description						
Key Project	Purpose	FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department
Purisima Uplands Public Access Site Plan (MAA 03-XXX)	This is a partnership opportunity with Peninsula Open Space Trust (POST) to complete an important regional trail connection from Purisima Creek Open Space Preserve to the Coastal Trail (Partnership Project).	Pending acquisition of land rights, initiate a feasibility analysis in collaboration with POST to study staging area alternatives to facilitate the Purisima-to-the-Sea regional trail connection. Provide technical assistance to POST and San Mateo County during preliminary discussions about environmental review. Initiate cultural resource and biological assessments.	Q1-4: Feasibility study, data collection/ technical studies	\$ 1,100	30	Planning
Lysons Structure Disposition at Monte Bello (MAA 17-002)	Site restoration and abatement to improve public safety by removing hazardous structures and debris from vacant land which allow the opening of the regional Stevens Creek Trail corridor to public access. (B122-CIP)	Remediate, demolish, and remove uninhabitable structures and debris. Additional site grading to reduce potential impacts to stream system. Design will be performed by a geotechnical and/or civil engineering consultant for grading of the site caused by recent landslides on the property.	Q1: Evaluate landslide and permitting Q2: Begin construction Q3-Q4: Complete construction	\$ 343,400	30	Engineering & Construction
Stevens Creek Nature Trail Bridges (MAA 17-004)	Remove an existing pedestrian bridge and replace with a longer new bridge on an unnamed tributary of Stevens Creek at Monte Bello OSP (B57-CIP)	E&C to finish design, acquire permits, and procure materials. Land & Facilities staff to demolish the existing degraded 24-ft bridge and construct a new 48-ft bridge with abutments over Stevens Creek along the nature trail. Minor trail alignment would be necessary.	Q1: Complete design and permitting Q2: Begin construction Q3-Q4: Complete construction	\$ 303,565	30	Engineering & Construction
Coal Creek – Alpine Road Regional Trail (MAA 10-001)	Reopen dirt Alpine Road for Visitor Use (B31-CIP)	Continue discussions with San Mateo County regarding the failed culvert which has closed the former road to trail use and discuss other required repairs. Dependent on discussions with the county, perform assessment work and complete interim repairs and erosion control measures if feasible.	Contingent on San Mateo County	\$ 258,800	30	Land & Facilities

FY2017-18 Action Plan Key Projects

Project Description																																									
Key Project	Purpose	FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund Department																																				
Highway 17 – Ridge Trail and Wildlife Crossing Communications	Connect people to open space and a regional environmental protection vision. (B39-CIP)	Manage District's communications and public outreach including: meetings, establish key messages, draft and update information materials such as fact sheets, supply information to the media, communicate with constituents.	TBD	\$ -	10 Public Affairs Natural Resources																																				
<table border="0" style="width: 100%;"> <tr> <td style="width: 15%;">Fund 10</td> <td style="width: 15%;">\$ 444,000</td> <td colspan="4"></td> </tr> <tr> <td>Fund 20</td> <td>\$ 84,000</td> <td colspan="4"></td> </tr> <tr> <td>Fund 30</td> <td>\$ 2,783,904</td> <td colspan="4"></td> </tr> <tr> <td>Fund 40</td> <td>\$ 75,400</td> <td colspan="4"></td> </tr> <tr> <td>Subprogram Total</td> <td>\$ 3,387,304</td> <td colspan="4"></td> </tr> <tr> <td>PUBLIC ACCESS TOTAL</td> <td>\$ 12,287,771</td> <td colspan="4"></td> </tr> </table>						Fund 10	\$ 444,000					Fund 20	\$ 84,000					Fund 30	\$ 2,783,904					Fund 40	\$ 75,400					Subprogram Total	\$ 3,387,304					PUBLIC ACCESS TOTAL	\$ 12,287,771				
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FY2017-18 Action Plan Key Projects

Key Project	Purpose	Project Description				Department
		FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	
PROGRAM: VEHICLES, EQUIPMENT, FACILITIES, AND OTHER INFRASTRUCTURE						
STAFF FACILITIES						
New Administrative Office (AO) Facility	Design and construct a new Administrative Office to accommodate anticipated staff growth, expedite Measure AA project delivery, further enhance service delivery. (B65-CIP)	Select a consultant team and begin preliminary design, working with a staff project team, General Manager's Office, and Board of Directors. Initiate permitting coordination and discussion with City of Los Altos planning staff. Preliminary design is expected to last until Spring 2018.	Q1: Consultant selection Q2-Q4: Preliminary design, initial permitting coordination	\$ 805,000	40	Planning
Skyline Field Office Storage Building	Design, permit, and install a partially enclosed storage building to provide cover for heavy equipment. (B69-CIP)	Complete the programming assessments to evaluate the building requirements in terms of size, location, and other criteria. Provide design and permitting for the building.	Q1-Q2: Programming and Planning Q3-Q4: Design and permitting	\$ 236,800	40	Engineering & Construction Land & Facilities
New South Area Office Facility Improvements	Renovate an existing industrial warehouse building in Campbell to create a new, permanent South Area Office that will accommodate anticipated field staff growth, expedite Measure AA project delivery, and further enhance service delivery.	Continue design, environmental review, preliminary permitting with City of Campbell. Pending CUP approval, begin final design.	Q1-Q2: Design development, environmental review, preliminary permitting Q3-Q4: Final permitting, final design	\$ 199,000	40	Planning Engineering & Construction Land & Facilities

FY2017-18 Action Plan Key Projects

Key Project	Purpose	Project Description			Fund	Department
		FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget		
PROGRAM: VEHICLES, EQUIPMENT, FACILITIES, AND OTHER INFRASTRUCTURE						
PROPERTY MANAGEMENT						
Farm Labor Housing – La Honda Creek	Assess housing options in the former Driscoll Ranch area of La Honda Creek OSP to provide farm labor housing. (B18-CIP)	Perform a housing assessment of the former Driscoll Ranch area of La Honda Creek OSP to determine where and how to replace farm labor housing for the ranch worker for AGCO Hay, LLC per the grazing lease. Continue discussions with San Mateo County on their Farm Labor Housing Pilot Program.	Q1-Q4: Housing assessment, programming, and design	\$ 229,800	40	Engineering & Construction Land & Facilities
Purisima Creek – Restroom Replacement	Replace deteriorated single stall restroom and vault at lower Purisima Creek OSP with new two stall restroom and vault. (B123-CIP)	Permitting, pre-construction surveys for sensitive species, environmental review, demolition of existing restroom building and vault, installation of the new restroom and vault, and pouring a concrete slab around the restroom building.	Q1: Final permitting, environmental review Q2-Q4: Construction (weather dependent)	\$ 100,940	40	Land & Facilities Planning
Tunitas Creek – Toto Ranch Driveway Improvements	Repair and rerock the Toto Ranch Driveway, Tunitas Creek OSP. (B117-CIP)	Assess, permit and contract for repairs to degraded driveway at Toto Ranch.	Q1: Perform Assessments Q2: Obtain Permits Q3: Bid Q4: Construction	\$ 217,100	40	Land & Facilities
Sierra Azul Meyer Residence Repair and Site Improvements	Completion of Sierra Azul Meyer residence repair and site improvements to provide District after hours presence and onsite monitoring in the Mount Unumhum area. (B85-CIP)	Improvements may include: 1) Upgrade to the existing studio building; 2) Disposition of the existing main house; 3) upgrades to the existing water system including the potential of digging a new well; 4) New water system piping; 4) New off-grid solar system and battery storage with electrical system; 5) Septic system improvements.	Q1-Q2: Assessment and programming Q3-Q4: Construction	\$ 128,000	40	Engineering & Construction
Russian Ridge – Quam Residence Driveway Improvements – 20000 - 20300 Skyline Blvd.	Provide a safe accessible driveway for rental houses on the Quam residence driveway.	Repair and re-rock the driveway from the edge of the chip seal section through 20000 Skyline Blvd (Bergman) to 20300 Skyline Blvd (Quam).	Q1: Perform Assessments Q2: Obtain Permits Q3: Bid Q4: Construction	\$ 280,600	40	Land & Facilities

FY2017-18 Action Plan Key Projects

Project Description						
Key Project	Purpose	FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department
Russian Ridge Ranger Residence Repairs	Perform habitability repairs to master bedroom and deck at ranger residence at 5755 Alpine Road.	Remove and replace large cathedral window in Master Bedroom. Replace and reduce size of deck for safety. Handle dry rot as necessary. (B121-CIP).	Q1: Develop drawings and specs Q2: Bid Q3: Construction	\$ 139,200	40	Land & Facilities
Unoccupied Structures Disposition	Determine dispositions of unoccupied structures throughout District preserves. There are currently over 20 site/structures identified that are subject to disposition. (B113/B122-CIP)	Determine disposition and demolish El Sereno house and cleanup and demolition of Rosetta Property structures.	Q1: Perform Assessments/Board approval for demolition Q2-Q3: Obtain permits, bid and demolition	\$ 414,050	40	Land & Facilities Engineering & Construction
La Honda Creek -- Point of Diversion 17 Water Line Replacement	Ensure reliable water to ranger residence and grazing operation by replacing patchwork corroded water line from spring in upper McDonald Ranch to the water valve at La Honda Creek Bridge. (B13-CIP)	Replace main water line from spring to valve at creek, add additional water line for grazing and install two new tanks at junction with new grazing water line.	Q1: Prepare Plans & Specs Q2-Q3: Bid Q4: Construct	\$ 188,350	40	Land & Facilities
Bear Creek Redwoods -- Stables RFP/Lease	Conduct Request for Proposal process to determine new long term tenant for Bear Creek Stables and enter into long term lease. Facilitates MAA project implementation. (B21-Non CIP)	Perform an appraisal to determine stable rent. Develop Bear Creek Stables lease and RFP requirements. Prepare RFP and manage process and selection of a tenant in coordination with Planning. Select tenant and enter into long term lease.	Q2: Appraisal, develop lease and RFP Q3-Q4: Manage RFP and select tenant	\$ 10,000	10	Land & Facilities

FY2017-18 Action Plan Key Projects

Key Project	Purpose	Project Description				Department
		FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	
Tunitas Creek – Toto Ranch Grazing Lease, Ag License	Develop a long term lease for Toto Ranch grazing, Tunitas Creek OSP. (B116-Non CIP)	<ol style="list-style-type: none"> 1. Work with Agriculture consultant to develop mini Agriculture Plan. 2. Develop a long term Grazing lease. 3. Develop Agricultural license. 4. Negotiate and sign new long term Grazing lease and Ag license. 	FY2017-18	\$ 10,000	10	Land & Facilities
Skyline Christmas Tree Farm Lease	Develop a long term lease for the Skyline Christmas Tree Farm. (B120-Non CIP)	<ol style="list-style-type: none"> 1. Conduct Appraisal of Christmas tree farms on public lands in the Bay Area. 2. Develop a long term Agricultural lease. 3. Negotiate and sign a new long term Agricultural lease. 	Q3: FY2017-18 Q4: FY2017-18 Q1: FY2018-19	\$ 5,000	10	Land & Facilities
Tunitas Creek Ranch Perimeter Fence	Repair section of the western perimeter fence at Tunitas Creek Ranch. (B118-CIP)	<ol style="list-style-type: none"> 1. Prepare Specifications and obtain bids. 2. Award Bid. 3. Construction. 	Q1: FY2017-18 Q2: FY2017-18 Q3: FY2017-18	\$ 30,000	10	Land & Facilities
Russian Ridge – 20000 Skyline Reconstruction (Bergman)	Perform clean-up and reconstruction at 20000 Skyline Blvd. residence compound (three residences). (B119-CIP)	<ol style="list-style-type: none"> 1. Clean up resident compound after tenant vacancy (Main, Guest, Cottage, outbuildings and surround). 2. Prepare As built for residence compound. 3. Meet with San Mateo County regarding reconstruction plan/permitting. 4. Prepare Bid/Award Bid for phased reconstruction. 	Q1: Clean Up Q2: Prepare as built drawings Q3: Meet with county Q4: Bid	\$ 79,800	40	Land & Facilities
Monte Bello – Black Mountain Comm Site Driveway Improvements	Provide District, emergency and communication tenant access from Monte Bello Road up to the Black Mountain communication site. (B114-CIP)	<ol style="list-style-type: none"> 1. Repair and re-rock the driveway from Monte Bello Road up to the Black Mountain communication site. 	Q1: Perform Assessments Q2: Obtain Permits as needed Q3: Bid Q4: Construction	\$ 217,100	40	Land & Facilities

FY2017-18 Action Plan Key Projects

Key Project	Purpose	FY2017-18 Project Scope	Project Description			
			Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department
October Farm Grazing Lease	Develop a long term lease for October Farm grazing, Purisima Creek (B124-Non CIP)	<ol style="list-style-type: none"> 1. Develop October Farm Grazing Lease and RFP requirements. 2. Prepare RFP and manage process and selection of tenant in coordination with Natural Resources. 3. Select tenant and enter into long term grazing lease. 	Q1: FY2017-18 Q2: FY2017-18 Q3: FY2017-18	\$ 55,000	10	Land & Facilities
			Fund 10	\$ -		
			Fund 20			
			Fund 30			
			Fund 40	\$ 2,104,940		
			Subprogram Total	\$ 2,104,940		

FY2017-18 Action Plan Key Projects

Key Project	Purpose	FY2017-18 Project Scope	Project Description			Department
			Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	
PROGRAM: VEHICLES, EQUIPMENT, FACILITIES, AND OTHER INFRASTRUCTURE						
BUSINESS SYSTEMS						
SharePoint v3.1 – Workflows, Document Management, Project Central, and Dept./Team Sites	Further implementation of the SharePoint Platform. All these efforts will move the District towards more cloud based document storage and retrieval. (B73-Non CIP)	Iterative and agile development cycles to develop SharePoint with specific focus on Project Sites, workflows, and build out team/department sites.	Q1-Q4: Iterative and agile development cycles to develop SharePoint in the outlined business areas	\$ 206,000	10	Information Systems and Technology
NWS Migration to Cloud or Upgrade	Current system will be termed obsolete and unsupported in FY17-18. Migration of data needs to be upgraded to a newer system or moved to a hosted model by Tyler Technologies in order for the District to continue with daily financial practice. (B78-Non CIP)	In FY17/18, IST staff will work on migrating the New World System to the cloud or upgrade on premise. The project will include evaluation of both solutions to deem which is most supportable and cost effective.	Q1: Planning and work plan developed. Q1-Q2: Implementation	\$ 55,000	10	Information Systems and Technology
Work Order and Asset Management	The IST Strategic Plan recommended a Work-Order Asset Management System to streamline the maintenance and management of District land and infrastructure assets. A third party subject matter expert (SME) will design and implement this system. (B74-Non CIP)	The RFP will be drafted Q4 FY 2016-17 and released in Q1 FY 2017-18 for work to be completed in FY 2017-18. The system will go live for the FY 2018-19.	Q1: RFP released. Q2: Design. Q3-Q4: Implementation/Go live	\$ 172,000	10	Information Systems and Technology
Trail Database for District's website	The Work Order and Asset Management system requires a quality trails dataset that will serve as the single source record for District trails. (B85-Non	In FY 17/18, three web maps will be deployed as well as the Asset Management System. This project will true up the trails data that will be stored in the Enterprise GIS and used in District web maps and the Asset Management System.	Q1: Planning and Scope Development. Q2-Q3: Develop and clean existing GIS trails data. Q4: Roll into web maps and Asset Management	\$ 10,000	10	Information Systems and Technology

FY2017-18 Action Plan Key Projects

Project Description						
Key Project	Purpose	FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department
Integration of Insurance Requirements into IAFS	To ensure Purchase Orders with no contract carry appropriate insurance coverage. (B64-Non CIP)	Pursue the feasibility of integration of indemnification and insurance requirements into New World for Purchase Orders, in conformance with C-JPIA's recommendations.	Q2: Evaluate feasibility Q4: Integrate if feasible	\$ -	10	General Counsel Finance Information Systems and Technology
GIS Web Development	The IT Master Plan recommends implementing GIS self-service through department-centric web mapping applications. These user-friendly browser based applications, allow for interactive viewing of critical geospatial data. (B70-Non CIP)	In FY 17/18, three web maps will be deployed and GIS staff will conduct in-depth training on their use. An outside consultant will build a central web mapping application that allows users to create custom printed maps and GIS staff will create two additional web map viewers.	Q1: Scoping of web apps to be deployed. Q3-Q4: Development and deployment of web maps.	\$ 68,000	10	Information Systems and Technology
GIS Data Development	The EGIS project identified 20 + new GIS layers to support current business needs, the upcoming work order database, and new workflows. This work will allow for a more complete GIS and support various other District efforts. (B71-Non CIP)	In FY17/18, GIS staff will take the first step to create these layers. They will focus on developing the priority data layers as identified in the Enterprise GIS project. Relevant tasks include Field Mapping, Digitizing, Paper file investigation, and staff Training.	Q1: Develop plan for GIS data development. Q2-Q4: Data development.	\$ 10,000	10	Information Systems and Technology
GIS Mobile Data Collection (Assets)	Field mapping will facilitate Enterprise GIS data creation and maintenance, support the implementation of the Work-Order Asset Management System, and put the power of GIS in many District staff's hands. (B72-Non CIP)	The IT Master Plan and E-GIS Project both recommend the deployment of a mobile GIS data collection system (i.e. Collector for ArcGIS application). This solution will put mapping in the hands of the District's field workforce.	Q1: Roll-out of collector application. Q2-Q4: Data collection.	\$ -	10	Information Systems and Technology

FY2017-18 Action Plan Key Projects

Key Project	Purpose	Project Description				Fund	Department
		FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget			
			Fund 10 Fund 20 Fund 30 Fund 40	\$ 521,000			
			Subprogram Total	\$ 521,000			
		VEHICLES, EQUIPMENT, FACILITIES AND INFRASTRUCTURE TOTAL					
				\$ 4,366,740			

FY2017-18 Action Plan Key Projects

Key Project	Purpose	FY2017-18 Project Scope	Project Description			
			Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department
PROGRAM: PUBLIC OUTREACH COMMUNITY ENGAGEMENT						
San Mateo County Coast Outreach Plan	Connect people to open space and a regional vision. (B87-Non CIP)	Develop coastal outreach plan, (including development); annual direct mail piece, partnership development; speaking engagements opportunities; evaluative, partnership Chamber.	Q1: Research and write communications plan; Q2: Develop mail piece; Q3-Q4: Attend events.	\$ 50,000	10	Public Affairs
				\$	50,000	
				Fund 10		
				Fund 20		
				Fund 30		
				Fund 40		
				Subprogram Total	\$ 50,000	

FY2017-18 Action Plan Key Projects

Key Project		Purpose	Project Description				Department
			FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	
PROGRAM: PUBLIC OUTREACH NEW INITIATIVES - PUBLIC AWARENESS							
Intergovernmental Affairs Strategy	Strategy for partnerships and legislative advocacy. (B90-Non CIP)	Engaging lobbyist firm to assist District with legislative priorities – Other activities include Legislative Picnic, Board and GM meetings; field tours. Showcase Measure AA project status and other district projects. Meet and greet, Monitors and participate in activities, list of targeted legislation.	Q1-Q4: Implement Phase 1	\$ 11,500	10	Public Affairs GMO	
Climate Change and Environmental Education Campaign	Educate the public about “the why” and about the importance of open space, forests, as part of carbon footprint. (B92-Non CIP)	Develop communications plan in alignment with GM focus on healthy forest practices, innovation, coastal farmland (including annual direct mail piece, partnership development; speaking engagements opportunities; evaluate partnership with Chamber).	Q1: Refine key messages Q2-Q4: Implement Plan	\$ 20,000	10	Public Affairs	
				\$ 31,500			
				Fund 10			
				Fund 20			
				Fund 30			
				Fund 40			
				Subprogram Total	\$ 31,500		

FY2017-18 Action Plan Key Projects

Key Project		Project Description			Department
Purpose	FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department
PROGRAM: PUBLIC OUTREACH PARTNERSHIP PROGRAMS					
Latino Outdoors Program Funding (B89-Non CIP)	Connect with current and new populations to open space and a regional vision.	Contract with Latino Outdoors in partnership to connect with Latino audiences and establish annual events related to contract.	\$ 35,000	10	Public Affairs Visitor Services
Youth Outreach Plan (B88-Non CIP)	Connect with current and new populations to open space and a regional vision.	Implement youth outreach strategy and establish relationships with organizations that serve youth with the purpose to engage in recreation, stewardship and education. Create Youth and families brochure, Update youth activity booklet, exploring translation services as needed.	\$ 20,000	10	Public Affairs Visitor Services
			\$ 55,000		
			Fund 10		
			Fund 20		
			Fund 30		
			Fund 40		
			Subprogram Total	\$ 55,000	
			PUBLIC OUTREACH TOTAL	\$ 136,500	

FY2017-18 Action Plan Key Projects

Key Project	Purpose	Project Description				Fund	Department
		FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund		
PROGRAM: ADMINISTRATIVE SUPPORT							
POLICY DEVELOPMENT							
Accessibility Plan Update	Update the District's existing accessibility plan to comply with federal accessibility guidelines. (B86-Non CIP)	Form project team and develop consultant scope of work needed to update the District's Accessibility Plan. Release RFP. select consultant to assist District with plan update. Initiate project kick-off and planning to develop an ADA self-assessment tool and transition plan. Conduct self-assessment.	Q1: Develop consultant scope of work to include in RFP. Release RFP Q2: Award of Contract and project kick off Q3-Q4: Conduct self-assessment	\$ 60,000	10	Planning	
Explore Potential Sphere of Influence	Santa Clara County Local Area Formation Commission (LAFCO) annexation and related Sphere of Influence (SOI) update further protects the vast acreage of land holdings in District ownership that lie within the District's SOI. (B112-Non CIP)	Evaluate the steps needed to complete an annexation process with Santa Clara County LAFCO. Understand potential issues, challenges, and opportunities. Determine next steps and develop recommendations on whether to proceed, on the scope of the potential annexation, timing, and any pre-preparation activities. Forward the recommendations to LFPAC for review and confirmation. Depending on the outcome, forward the Committee's recommendations to the full Board. Budget includes funds for surveys and consulting services in the event the District determines it is an opportune time to initiate the application process.	Q1: Evaluate annexation process Q2: Confirm recommendations for LFPAC review Q3: Present findings and recommendations to LFPAC Q4: Board review (dependent on LFPAC outcomes)	\$ 82,000	10	Planning	
Vision Plan Review and Update to 5-Year MAA Project List	Present the 2014 Board-approved Open Space Vision Plan goals and priority actions. Present work done to date. Update Year MAA project list. (B63-Non CIP)	Conduct two workshops (north and south areas of District) to present the 2014 Vision Plan to Board and public and present work done to date. Conduct one to two study sessions to update 5-year MAA project prioritization list.	Q1: Workshops Q2: Develop draft updated 5-year MAA project prioritization list Q3: Finalize list during annual Budget and Action Plan cycle	\$ 23,000	10	Planning Public Affairs	
				\$ 165,000			
					Fund 10 Fund 20 Fund 30 Fund 40		
Subprogram Total				\$ 165,000			

FY2017-18 Action Plan Key Projects

Key Project	Purpose	Project Description				Department
		FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	
PROGRAM: ADMINISTRATIVE SUPPORT ORGANIZATION AND STAFF DEVELOPMENT						
Mobile IT Training	The District needs an IT Training "crash cart" with enough laptops and equipment to conduct training for District staff. (B77-Non CIP)	A training crash cart will ensure IT staff is able to support training opportunities in a consistent, high quality manner.	Q1: Planning and hardware acquisition Q2: Implementation	\$ 5,000	10	Information Systems and Technology
			Fund 10 Fund 20 Fund 30 Fund 40	\$ 5,000		
			Subprogram Total	\$ 5,000		

FY2017-18 Action Plan Key Projects

Key Project		Purpose	Project Description				Department
			FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	
PROGRAM: ADMINISTRATIVE SUPPORT							
OTHER							
IT Audit and Security Policies Implementation	Implement and maintain industry best practices around IT security. (B76-Non CIP)	This will allow the District to better plan, budget, and execute IT Master Plan projects to achieve the goal of reducing ongoing and future technical debt. IT audit is the examination and evaluation of an organization's information technology infrastructure, policies and operations. Information technology audits determine whether IT controls protect District assets, ensure data integrity, and are aligned with the agency's overall long term technology.	Q1-Q2: Planning/Audit Q3-Q4: implementation of recommendations	\$ 50,000	10	Information Systems and Technology	
San Mateo County Permit Streamlining	Continue exploring opportunities to expedite the permitting process. (B/New-Non CIP)	Consult with San Mateo County Planning and Building Departments to evaluate the success of recent permit streamlining measures (i.e. early consultation, site visits, central staff person). Determine if other measures can be considered and implemented to further streamline the permitting process. Pilot any new measure as part of the next round of permitting review.	Q1: Consultation with San Mateo County Q2: Identify and confirm additional streamlining measures Q3-Q4: Pilot the new measures	\$ -	10	General Manager's Office Planning Engineering & Construction	
Citations Management System	Research and develop a plan to allow patrol staff to access and retrieve data for citations, warnings, and incidents via laptops mounted in patrol vehicles. (B75-Non CIP)	Work with the IST department to research software alternatives, with a focus on cloud-based solutions. Focus on solutions which will be able to function when systems are not connected. Develop a work plan to implement the systems. Project will likely involve use of a consultant. Solution will also need to meet data retrieval and reporting requirements to meet information/data requests from Board, management, and public	Q4: Complete a plan for implementation in FY 2018-19	\$ 20,000	10	Information Systems and Technology/Visitor Services	

FY2017-18 Action Plan Key Projects

Project Description						
Key Project	Purpose	FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department
FEA Negotiations	FEA MOU expires 6/30/2018. Management Negotiation Team preparations for negotiations in Winter of 2017-18. (B79-Non CIP)	Negotiations team will work to ensure management deliverables under exiting contract are met before 2018 negotiations. Prep time to gather and share data relevant to re-opening the contract.	Q1-Q2: Planning and Preparation Q3-Q4: Negotiations	\$ 55,000	10	Human Resources
MROSD Leadership Academy	Provide leadership development for employees, including various aspects of district operations. (B82-Non CIP)	Implement new internal Employee Leadership Academy with classes to start in October and wrap up in the spring.	Q1: Participant Selection and Preparation Q2-Q3: Academy in Session Q4: Evaluation & Preparation for Academy FY 2018-19	\$ 20,000	10	Human Resources
Innovation Team	Build employee experience and morale while benefitting the District-mission with an innovative project. (B80-Non CIP)	Launch the District's second innovation team (fog-collection team was the first one) to develop, plan, and implement an innovative mission-related, small-scale project.	Q1: Finalize program parameters Q2: Identify team members Q3: Convene team and begin project planning	\$ -	10	GMO
Employee Code of Ethics Development	Develop an Employee Code of Ethics to help guide ethical decision-making throughout the organization. (B81-Non CIP)	Anticipated to be a two-year process, an employee-based ethics committee will be formed to design a process for developing an Employee Code of Ethics specifically for and by District employees.	Q3: Convene an ethics committee of employees from every department and begin to brainstorm process options Q4 and into FY2018-19: Begin code development process	\$ -	10	GMO
Participation in Santa Cruz Mountains Stewardship Network	Strategic partnership focused on regional stewardship awareness and projects. (B93-Non CIP)	Continue active participation in the Network and contribute to Network initiatives, such as the "Spotlight Stewardship: Santa Cruz Mountains" educational program and the Permit Coordination initiative.	FY2017-18	\$ -	10	GMO Natural Resources

FY2017-18 Action Plan Key Projects

Project Description						
Key Project	Purpose	FY2017-18 Project Scope	Schedule (Quarterly Milestones & Completion Date)	Budget	Fund	Department
New Employee On-Boarding Program	Thorough on-boarding process necessary to orient new employees efficiently and effectively. (B83-Non CIP)	Implement new on-boarding process for new hires, including introductions to departments' functions, benefits, etc.	Q1: Begin to implement elements of Onboarding Program introduced in Q4 16-17, Q2-Q4 Continue Implementation, Evaluation and Refinement of Program	\$ -	10	Human Resources
				\$ 145,000		
				Fund 10		
				Fund 20		
				Fund 30		
				Fund 40		
				Subprogram Total	\$ 145,000	
				ADMINISTRATIVE SUPPORT TOTAL	\$ 315,000	



Monte Bello Open Space Preserve by Karl Gohl

Section III: Three-Year Capital Improvement Program



Russian Ridge Open Space Preserve by Ellen Marrero

THREE-YEAR CAPITAL IMPROVEMENT PROGRAM

The Fiscal Year (FY) 2017-18 Three-Year Capital Improvement Plan (CIP) lists projected capital projects and associated costs for fiscal years FY2017-18 through FY2019-20, and provides funding of \$56.1 million over the next three years. The CIP is funded by the General Fund, Measure AA general obligation bonds, the Hawthorn Fund, and grants. The CIP lists the capital projects by program similar to the Action Plan.

FY2017-18 Capital Budget

The FY2017-18 Capital Budget, including costs associated with land acquisition, totals \$19.2 million, of which \$12.1 million is funded by Measure AA. This budget 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 FY2017-18 budget.

Table 4: Three-Year CIP Funding Sources

CIP Summary by Funding Source	FY2017-18	FY2018-19	FY2019-20	3-Year Total
Fund 30 – Measure AA	\$12,056,785	\$9,417,856	\$7,985,196	\$29,459,837
Fund 40 – General Fund	6,297,040	6,349,825	10,283,800	22,930,665
Grants/Partnerships/Other	817,060	969,850	1,879,750	3,666,660
Total CIP	\$19,170,885	\$16,737,531	\$20,148,746	\$56,057,162

Table 5: Three Year CIP by Program

CIP Summary by Program	FY2017-18	FY2018-19	FY2019-20	3-Year Total
Land Acquisition and Preservation	\$988,500	\$642,500	\$430,000	\$2,061,000
Natural Resource Protection and Restoration	1,694,634	1,289,350	581,790	3,565,774
Public Access and Education	11,210,011	9,195,856	9,551,156	29,957,023
Vehicles, Equipment, Facilities, and Other	5,277,740	5,609,825	9,585,800	20,473,365
Total CIP	\$19,170,885	\$16,737,531	\$20,148,746	\$56,057,162

Table 6: Grant Income

Project	FY2017-18	FY2018-19	FY2019-20	3-Year Total
Hendrys Creek Restoration – Santa Clara Valley Water District Grant (MAA 22-001)	\$432,060	—	—	\$432,060
Bear Creek Redwoods – Stables Site Plan Implementation (MAA 21-004)		716,250	934,250	1,650,500
Ravenswood Bay Trail – San Mateo County Measure K Grant (MAA 02-002)	149,000	253,600	945,500	1,348,100
Mt. Umunhum Radar Tower – 2nd Assessment (General Fund)	236,000			\$236,000
Total Grant Income	817,060	969,850	1,879,750	3,666,660
Total Capital Projects, net of Grant Income	\$18,353,825	\$15,767,681	\$18,268,996	\$52,390,502

The following pages present a summary of the FY2016-17 Three-Year CIP as well as project cost detail by program. Descriptions of the projects can be found in the FY2016-17 Action Plan.

Three-Year Capital Improvement Program FY2017-18 through FY2019-20 Land Acquisition and Preservation

Land Acquisition and Preservation	FY2016-17	FY2017-18	FY2018-19	3-Year Total
MAA 03-001: Lot Line Adjustment/Property Transfer Purisima Uplands	\$30,000	TBD	TBD	\$30,000
MAA 03-002: Purisima Uplands Site Cleanup and Soils Remediation Assessment	50,000	115,000	TBD	165,000
MAA 20-001: Bay Area Ridge Trail: Highway 17 Crossing	25,000	TBD	TBD	25,000
MAA 19-XXX: El Sereno Trails and Wildlife Corridors	19,000	37,500	30,000	86,500
Subtotal: Fund 30 – Measure AA Projects	124,000	152,500	30,000	306,500
Miramontes Ridge Land Conservation (Supports MAA Portfolio 1)	55,000	15,000	TBD	70,000
Madonna Creek Ranch Area (Supports MAA Portfolio 1)	19,000	TBD	TBD	19,000
El Corte de Madera Creek Land Conservation (Supports MAA 4-1)	12,000	TBD	TBD	12,000
La Honda Creek Upper Area Land Conservation (Supports MAA Portfolio 5)	27,500	TBD	TBD	27,500
Cloverdale Land Opportunity (Supports MAA Portfolio 13)	10,000	TBD	TBD	10,000
Land Opportunities – Long Ridge OSP (Supports MAA Portfolio 15)	35,000	TBD	TBD	35,000
El Sereno Trails and Wildlife Corridors (Supports MAA Portfolio 19) ***	60,000	TBD	TBD	60,000
Sierra Azul Rancho de Guadalupe Land Conservation (Supports MAA Portfolio 24)	31,000	TBD	—	31,000
Sierra Azul Loma Prieta Land Conservation (Supports MAA Portfolio 25)	10,000	TBD	—	10,000
Pursue Watershed Protection Opportunities (Supports MAA)	130,000	75,000	TBD	205,000
Cal-Water Exchange (ECdM)	18,000	TBD	TBD	18,000
Sierra Azul Mount Umunhum Property Access and Property Rights	18,000	—	—	18,000
Lower San Gregorio Creek Watershed Land Conservation	39,000	TBD	TBD	39,000
District-wide purchase options and low-value Land Fund	400,000	400,000	400,000	1,200,000
Subtotal: Fund 40 – General Fund Projects	864,500	490,000	400,000	1,754,500
Total Land Acquisition and Preservation	\$988,500	\$642,500	\$430,000	\$2,061,000

Land Acquisition and Preservation

Project #: MAA03-001

Project Description

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

Giusti Upland Parcel Transfer:

1. Obtain lot line adjustments approval from San Mateo County
2. Negotiate Transfer Agreement with property owner
3. Secure Subordination Agreement with owners lender
4. Obtain RP Committee and Board Approval of Purisima Uplands property transfer to District
5. Coordinate POST & Planning, EC, LF & VS, NR, and GIS for planning of Staging Area

Lot Line Adj./Property Transfer Purisima Uplands

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	30,000	0	0	0	30,000
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$30,000	TBD	TBD	\$0	\$30,000

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	30,000	0	0	0	30,000
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$30,000	TBD	TBD	\$0	\$30,000

Land Acquisition and Preservation

Project #: MAA03-002

Project Description

Phase II testing for removal of above ground oil facility, fuel tank, and cabin for Purisima Uplands property.

1. Obtain cost estimate for removal of oil tank & facilities, site restoration and any required site remediation w/E&C & NR
2. Cabin demo & site restoration w/E&C
3. Road assessment NR & LF Uplands property

Purisima Uplands Site Clean up and Soil Remediation Assessment

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	50,000	0	0	0	50,000
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	115,000	0	0	115,000
Total	\$0	\$0	\$0	\$50,000	\$115,000	TBD	\$0	\$165,000

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	50,000	115,000	0	0	165,000
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$50,000	\$115,000	TBD	\$0	\$165,000

Land Acquisition and Preservation

Project #: MAA19-XXX

Project Description

Work with public agency and private land owners to obtain trail easements and protect wildlife corridors at El Sereno Open Space Preserve. Alignment Assessment, preliminary trail design, and rights acquisition for trail connection to Sanborn County Park.

This project includes collecting site data, conducting trail alignment assessment, and preliminary trail design. Technical studies will include geotechnical analysis. The project is anticipated to begin in Summer/Fall 2017.

El Sereno Trails and Wildlife Corridors

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000 Services & Supplies	0	0	0	1,000	1,500	0	0	2,500
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	18,000	36,000	\$0	\$0	54,000
8202 Environmental/Planning Services	0	0	0	0	0	18,000	\$0	18,000
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	12,000	0	12,000
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$19,000	\$37,500	\$30,000	\$0	\$86,500

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	19,000	37,500	30,000	0	86,500
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$19,000	\$37,500	\$30,000	\$0	\$86,500

Land Acquisition and Preservation

Project #: MAA 20-001

Project Description

Work with public agency land owners to obtain trail easements and protect wildlife corridors for a crossing of Highway 17. Provide trail planning support for the wildlife and regional trail crossing along Highway 17 in the Los Gatos/Lexington Reservoir area (MAA 20-1). Continue to study regional trail connections between the east side of El Sereno Open Space Preserve, St. Joseph's Hill Open Space Preserve, the west side of Sierra Azul Open Space Preserve, and Bear Creek Redwoods Open Space Preserve. Continue engagement and collaboration with regional partners, stakeholders, and regulatory agencies. Based on results of work within the MAA 20-001 project, support completion of Caltrans project documentation (Project Study Report (PSR) expected to be complete by Spring 2018, and will include initial environmental review.

Wildlife Corridor: Highway 17 Crossing

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000 Services & Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	25,000	0	0	0	25,000
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$25,000	TBD	TBD	\$0	\$25,000

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	25,000	0	0	0	25,000
40 GF – Capital	0	0	0		0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$25,000	TBD	TBD	\$0	\$25,000

Land Acquisition and Preservation

Project #: GF MAA01

Project Description

Pursue land purchase opportunities to grow the District's contiguous greenbelt at Miramontes Ridge OSP.

Pursue Land Conservation Opportunities (Fee & Easement) Gateway to San Mateo Coast.

1. Present appraisal/planning study to owner
2. Present offer to owner/negotiations

POST(Johnston Ranch Uplands)

1. Evaluate road/trail access & connections w/ L&F & Planning
2. Assess regional trail link to Wavecrest & Coastal trail w/ POST
3. Met w/City HMB to discuss shared public parking, City GP, Highway 1 crossing at south end of Main St., and trail/bike path along Higgins Road
4. Conservation grazing plan w/ POST, NR & L&F
5. Meet with State Parks regarding Burliegh Murray
6. Assess Natural Resource values and potential for rear threatened and endangered species and habitat
7. GIS/Mapping

Miramontes Ridge Land Conservation

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	55,000	15,000	0	0	\$70,000
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$55,000	\$15,000	TBD	\$0	\$70,000

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	\$	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	55,000	15,000	0	0	\$70,000
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$55,000	\$15,000	TBD	\$0	\$70,000

Land Acquisition and Preservation

Project #: GF MAA01

Project Description

Work with neighboring property owners to resolve access rights to Miramontes Ridge OSP.

1. Research title and historic use of access to Madonna Creek Ranch
2. Meet with private property owners who own and use access road
3. Secure or purchase access easement to Madonna Creek Ranch and Miramontes Ridge OSP.

Madonna Ranch Access Rights

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	19,000	0	0	0	19,000
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$19,000	TBD	TBD	\$0	\$19,000

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	\$0	0	0	0	0	0	0	0
30 MAA – Capital	\$0	0	0	0	0	0	0	0
40 GF – Capital	\$0	0	0	19,000	0	0	0	19,000
XX Grants/Partnerships/Other	\$0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$19,000	TBD	TBD	\$0	\$19,000

Land Acquisition and Preservation Project #: GF MAA04

Project Description

Pursue Trail Connections between Upper Area of La Honda Creek & El Corte de Madera Creek Open Space Preserves.

1. Pursue purchase, exchange & gift opportunities (fee & easement) with conservation partners to connect El Corte de Madera OSP with Upper La Honda Creek OSP.
2. Consult with L&F, Planning, Natural Resources

El Corte de Madera Land Conservation

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	12,000	0	0	0	12,000
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$12,000	TBD	TBD	\$0	\$12,000

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	12,000	0	0	0	12,000
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$12,000	TBD	TBD	\$0	\$12,000

Land Acquisition and Preservation

Project #: GF MAA05

Project Description

Trail Connections at La Honda Creek OSP Red Barn Area (in support of MAA 05-007).

La Honda Creek Red Barn Area

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	27,500	0	0	0	27,500
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$27,500	TBD	TBD	\$0	\$27,500

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	27,500	0	0	0	27,500
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$27,500	TBD	TBD	\$0	\$27,500

Land Acquisition and Preservation Project #: GF MAA13

Project Description

Evaluate potential land purchase of Cloverdale Ranch property owned by POST

1. Identify access rights & riparian protections reserved from identified private agricultural transfer parcels
2. Work with POST to identify infrastructure, water and habitat restoration projects
3. Review property reports and assessments, and identify additional studies to be completed by POST
4. Work with Natural Resources to assess Lake Lucerene Mutual Water Company infrastructure and operation
5. Prepare scope of work for potential future purchase of Cloverdale property

POST – Cloverdale Ranch Land Opportunity

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	10,000	0	0	0	10,000
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$10,000	TBD	TBD	\$0	\$10,000

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	10,000	0	0	0	10,000
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$10,000	TBD	TBD	\$0	\$10,000

Land Acquisition and Preservation

Project #: GF MAA15

Project Description

Pursue land purchase opportunities to grow the District's contiguous greenbelt at Long Ridge OSP.

1. Pursue purchase opportunity in Slate Creek
2. Pursue purchase opportunity in Peters Creek
3. Assess Natural Resource values and opportunities for management actions to improve habitat for old growth redwood dependent species

Long Ridge – Land Opportunity

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	35,000	0	0	0	35,000
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$35,000	TBD	TBD	\$0	\$35,000

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	35,000	0	0	0	35,000
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$35,000	TBD	TBD	\$0	\$35,000

Land Acquisition and Preservation

Project #: GF MAA19

Project Description

Work with public agency and private land owners to obtain trail easements and protect wildlife corridors at El Sereno Open Space Preserve. The project is anticipated to begin in Summer/Fall 2017.

El Sereno Trails and Wildlife Corridors

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	60,000	0	0	0	60,000
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$60,000	TBD	TBD	\$0	\$60,000

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	60,000	0	0	0	60,000
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$60,000	TBD	TBD	\$0	\$60,000

Land Acquisition and Preservation

Project #: GF MAA24

Project Description

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

1. Pursue new land purchase opportunities as they become available
2. Meet with County to discuss lot-line adjustment for Pheasant Creek Property.
3. Negotiate deal terms for Properties above Guadalupe Reservoir
4. SCVWD Hicks Road relocation consult w/NR, E&C & POST (CE holder) exchange for Hicks & Pheasant culvert replacement to improve fish passage

Sierra Azul Rancho de Guadalupe Land Conservation

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	31,000	0	0	0	31,000
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$31,000	TBD	\$0	\$0	\$31,000

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	31,000	0	0	0	31,000
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$31,000	TBD	\$0	\$0	\$31,000

Land Acquisition and Preservation Project #: GF MAA25

Project Description

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

1. Pursue land purchase opportunity in upper Herbert Creek
2. Pursue land purchase opportunity along Loma Prieta Ridgeline

Sierra Azul Loma Prieta Land Conservation

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	10,000	0	0	0	10,000
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$10,000	TBD	\$0	\$0	\$10,000

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	10,000	0	0	0	10,000
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$10,000	TBD	\$0	\$0	\$10,000

Land Acquisition and Preservation

Project #: GF MAA Multiple

Project Description

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

1. Secure needed state legislation
2. Notify and coordinate with partners
3. Meet with owner to negotiate details of transaction
4. Tour Property.
5. Hire appraiser
6. Draft Purchase and Sale Agreement
7. RP Committee, and Board Meetings
8. Coordinate w/Partners all Departments

Watershed Protection Opportunity – Open Space Preserves

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	130,000	75,000	0	0	205,000
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$130,000	\$75,000	TBD	\$0	\$205,000

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	130,000	75,000	0	0	205,000
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$130,000	\$75,000	TBD	\$0	\$205,000

Land Acquisition and Preservation

Project #: XXXXX

Project Description

Pursue trail connections between Huddart Park and Teague Hill OSP, and pursue future land conservation protections in the Bear Creek Watershed.

1. Identify trail easement to exchange consult w/ L&F & Planning.
2. Draft exchange agreement.
3. Draft trail easement and tank easement.
4. Secure replacement approval for Land and Water Grant.
5. Real Property Committee.
6. Closed Session.

Cal-Water Exchange, Teague Hill OSP

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
5000-7000 Services and Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8101 Real Estate Services	0	0	0	18,000	0	0	0	18,000
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$18,000	TBD	TBD	\$0	\$18,000

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	18,000	0	0	0	18,000
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$18,000	TBD	TBD	\$0	\$18,000

Land Acquisition and Preservation

Project #: 20111

Project Description

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

1. Secure needed state legislation.
2. Notify and coordinate with partners
3. Meet with owner to negotiate details of transaction
4. Tour Property
5. Hire appraiser
6. Draft Purchase and Sale Agreement
7. RP Committee, and Board Meetings
8. Coordinate w/Partners all Departments

Sierra Azul – Mount Umunhum Public Access and Property Rights

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
5000-7000 Services and Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8101 Real Estate Services	0	0	0	18,000	0	0	0	18,000
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$18,000	\$0	\$0	\$0	\$18,000

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	18,000	0	0	0	18,000
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$18,000	\$0	\$0	\$0	\$18,000

Land Acquisition and Preservation

Project #: XXXXX

Project Description

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

1. Pursue partnership with POST to protect water resources and agricultural lands in the Lower San Gregorio watershed.
2. Pursue riparian and farmland conservation partnership opportunity with POST in Lower San Gregorio watershed.

Lower San Gregorio Creek Watershed Land Conservation

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
5000-7000 Services and Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8101 Real Estate Services	0	0	0	39,000	0	0	0	39,000
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$39,000	TBD	TBD	\$0	\$39,000

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	39,000	0	0	0	39,000
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$39,000	TBD	TBD	\$0	\$39,000

Three-Year Capital Improvement Program Natural Resource Protection and Restoration

Natural Resource Protection and Restoration	FY2017-18	FY2018-19	FY2019-20	3-Year Total
MAA 07-004: La Honda Creek Endangered Wildlife Protection: Fisheries Enhancement	\$74,268	–	–	\$74,268
MAA 09-001: Russian Ridge Grazing Infrastructure	180,300	58,700	59,300	298,300
MAA 09-003: Russian Ridge: Mindego Pond Improvement	114,740	418,400	–	533,140
MAA 20-001: Wildlife Corridor: Highway 17 Crossing	233,160	361,200	324,000	918,360
MAA 21-007: Bear Creek Redwoods – Invasive Weeds Treatment/Restoration	169,604	95,450	100,050	365,104
MAA 21-008: Bear Creek Redwoods – Ponds Restoration and Water Rights	185,068	256,500	–	441,568
MAA 22-001: Hendrys Creek Property Land Restoration	461,494	99,100	98,440	659,034
Subtotal: Fund 30 – Measure AA Projects	1,418,634	1,289,350	557,790	3,265,774
Los Trancos – Page Mill Eucalyptus Removal	276,000	–	–	276,000
Subtotal: Fund 40 – General Fund Projects	276,000	0	0	276,000
Total Natural Resource Protection and Restoration	\$1,694,634	\$1,289,350	\$581,790	\$3,565,774

Natural Resource Protection and Restoration

Project #: MAA07-004

Project Description

Implement steelhead and Coho salmon restoration project within San Gregorio Creek Watershed. Working with partner, San Mateo County Resource Conservation District, construct fourteen in-stream large woody debris structures to restore and improve spawning and rearing habitats within San Gregorio Creek. Project is funded through California Department of Fish and Wildlife, Fisheries Restoration Grant Program.

La Honda Creek Endangered Wildlife Protection: Fisheries Enhancement, Event Center

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$13,868	\$0	\$0	\$0	\$13,868
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	14,400	0	0	0	14,400
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	46,000	0	0	0	46,000
Total	\$0	\$0	\$0	\$74,268	\$0	\$0	\$0	\$74,268

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	74,268	0	0	0	\$74,268
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$74,268	\$0	\$0	\$0	\$74,268

Natural Resource Protection and Restoration

Project #: MAA09-001

Project Description

Complete fencing and water system upgrades to implement conservation grazing program by opening new pasture for Mindego grazing tenant. This project includes the installation of a new water line, two additional troughs, and the installation of a fence along the new southern pasture of the Mindego Ranch grazing unit. Project execution is dependent on completion of the Russian Ridge Use and Management Plan amendment.

Russian Ridge Grazing Infrastructure

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	6,000	1,200	1,800	0	9,000
8204 Permitting Fees	0	0	0	1,800	0	0	0	1,800
8205 Construction	0	0	0	172,500	57,500	57,500	0	287,500
Total	\$0	\$0	\$0	\$180,300	\$58,700	\$59,300	\$0	\$298,300

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	180,300	58,700	59,300	0	\$298,300
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$180,300	\$58,700	\$59,300	\$0	\$298,300

Natural Resource Protection and Restoration

Project #: MAA09-003

Project Description

Habitat Enhancement Plan Implementation. Hire engineering consultants to design the enhancement of aquatic habitat for San Francisco garter snake, Western pond turtle and California red-legged frog by following the recommendations in the Mindego SFGS Habitat Management Plan. Coordinate with regulatory agencies for permitting and conduct environmental review.

Russian Ridge: Mindego Pond Improvement

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$11,140	\$0	\$0	\$0	\$11,140
5000-7000 Services and Supplies	0	0	0	1,000	3,500	0	0	4,500
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	78,000	0	0	0	\$78,000
8202 Environmental/Planning Services	0	0	0	0	30,000	0	0	30,000
8203 Inspection/Construction Monitoring	0	0	0	0	102,000	0	0	102,000
8204 Permitting Fees	0	0	0	24,600	0	0	0	24,600
8205 Construction	0	0	0	0	282,900	0	0	\$282,900
Total	\$0	\$0	\$0	\$114,740	\$418,400	\$0	\$0	\$533,140

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	114,740	418,400	0	0	533,140
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$114,740	\$418,400	\$0	\$0	\$533,140

Natural Resource Protection and Restoration

Project #: MAA 20-001

Project Description

Provide a safe wildlife passage along Highway 17 by constructing one to two new under and/or overcrossings between Los Gatos and Lexington Reservoir. Develop project support with partners, stakeholders and the public. Develop project alternatives and complete Caltrans project documentation (Project Study Report - PSR) in 2018. Begin CEQA review and permitting process upon completion of PSR. Construction is expected to begin in future fiscal years, pending the completion of CEQA and design.

Highway 17 Wildlife Corridor

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$47,160	\$0	\$0	\$0	\$47,160
5000-7000 Services and Supplies	0	0	0	1,200	1,200	0	0	2,400
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	123,000	300,000	300,000	0	723,000
8202 Environmental/Planning Services	0	0	0	61,800	60,000	\$0	\$0	121,800
8203 Inspection/Construction Monitoring	0	0	0	0	0	\$0	425,000	425,000
8204 Permitting Fees	0	0	0	0	0	24,000	0	24,000
8205 Construction	0	0	0	0	0	0	8,000,000	8,000,000
Total	\$0	\$0	\$0	\$233,160	\$361,200	\$324,000	\$8,425,000	\$9,343,360

Funded Sources	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	\$0
30 MAA – Capital	0	0	0	233,160	361,200	324,000	3,425,000	4,343,000
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	5,000,000	5,000,000
Total	\$0	\$0	\$0	\$233,160	\$361,200	\$324,000	\$8,425,000	\$9,343,360

Natural Resource Protection and Restoration

Project #: MAA21-007

Project Description

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

Bear Creek Redwoods Preserve Plan: Invasive Weed Treatment/Restoration

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$21,254	\$0	\$0	\$0	\$21,254
5000-7000 Services and Supplies	0	0	0	0	0	1,000	0	1,000
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	148,350	95,450	100,050	50,000	393,850
Total	\$0	\$0	\$0	\$169,604	\$95,450	\$101,050	\$50,000	\$416,104

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	169,604	95,450	101,050	50,000	416,104
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$169,604	\$95,450	\$101,050	\$50,000	\$416,104

Natural Resource Protection and Restoration

Project #: MAA21-008

Project Description

Determine water needs/availability for wildlife. Develop and implement restoration plans for pond habitats at Bear Creek Redwoods to facilitate opening preserve for public access. Establish Water Rights for anticipated water use and water resources at Bear Creek Redwoods Open Space Preserve.

Bear Creek Redwoods – Ponds Restoration and Water Rights

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$13,368	\$0	\$0	\$0	\$13,368
5000-7000 Services and Supplies	0	0	0	100	0	0	0	100
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	129,600	0	0	0	129,600
8202 Environmental/Planning Services	0	0	0	42,000	0	0	0	42,000
8203 Inspection/Construction Monitoring	0	0	0	0	84,000	0	0	84,000
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	172,500	0	0	172,500
Total	\$0	\$0	\$0	\$185,068	\$256,500	\$0	\$0	\$441,568

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	185,068	256,500	0	0	441,568
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$185,068	\$256,500	\$0	\$0	\$441,568

Natural Resource Protection and Restoration

Project #: MAA22-001

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 (SCVWD). The project is funded in part by SCVWD Wildlife Habitat Restoration Program (Project D3) grant, and is subject to a grant deadline of June 2019.

Hendrys Creek Property Land Restoration

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$29,434	\$0	\$0	\$0	\$29,434
5000-7000 Services and Supplies	0	0	0	8,700	0	0	0	8,700
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	12,000	6,000	0	0	18,000
8202 Environmental/Planning Services	0	0	\$	43,560	20,400	0	0	63,960
8203 Inspection/Construction Monitoring	0	0	0	78,000	6,000	0	0	84,000
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	289,800	66,700	98,440	0	454,940
Total	\$0	\$0	\$0	\$461,494	\$99,100	\$98,440	\$0	\$659,034

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	29,434	99,100	98,440	0	\$226,974
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	432,060	0	0	0	432,060
Total	\$0	\$0	\$0	\$461,494	\$99,100	\$98,440	\$0	\$659,034

Natural Resource Protection and Restoration

Project #: XXXXX

Project Description

Improve fire and road safety in Los Trancos Preserve next to Page Mill Road. Remove approximately one hundred mature eucalyptus trees in Los Trancos Preserve. Contract with Santa Clara County Fire Safe Council for tree removal.

Los Trancos – Page Mill Eucalyptus Removal

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
5000-7000 Services and Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	276,000	0	0	0	276,000
Total	\$0	\$0	\$0	\$276,000	\$0	\$0	\$0	\$276,000

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	276,000	0	0	0	276,000
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$276,000	\$0	\$0	\$0	\$276,000

Three-Year Capital Improvement Program — Public Access and Education

Public Access and Education	FY2017-18	FY2018-19	FY2019-20	3-Year Total
MAA 02-001: Cooley Landing Interpretative Facilities Design and Implementation	\$139,389	\$1,162,350	—	\$1,301,739
MAA 02-002: Ravenswood Bay Trail Design and Implementation	149,000	253,600	2,297,000	2,699,600
MAA 03-004: Harkins Bridget Replacement – Purisima Creek	440,650	—	—	440,650
MAA 03-XXX: Purisima Uplands Public Access Site Plan and Trail Connection	10,100	TBD	TBD	10,100
MAA 04-004: El Corte de Madera Oljon Trail Implementation	494,040	—	—	494,040
MAA 05-005: La Honda Creek Red Barn Parking Area and Easy Trail	312,000	522,500	1,327,100	2,161,600
MAA 05-XXX: La Honda Creek Phase II Trail Connections	171,000	403,500	403,500	978,000
MAA 05-XXX: La Honda Creek White Barn Historic and Structural Assessment	41,600	TBD	TBD	41,600
MAA 06-XXX: Hawthorns Public Access Site Plan and CEQA	166,600	106,000	—	272,600
MAA 07-007: Sears Ranch Structures Disposition	78,650	—	—	78,650
MAA 07-009: La Honda Creek Sears Ranch Parking Area and Trail Connection	1,008,112	—	—	1,008,112
MAA 10-001: Alpine Road Regional Trail – Coal Creek	258,800	TBD	TBD	258,800
MAA 11-XXX: Deer Hollow Farm – White Barn Rehabilitation	37,000	TBD	TBD	37,000
MAA 17-002: Lysons Disposition at Monte Bello	343,400	—	—	343,400
MAA 17-004: Stevens Creek Nature Trail Bridges – Monte Bello	303,565	—	—	303,565
MAA 18-XXX: Saratoga-to-Sea Regional Trail Connection	265,160	TBD	TBD	265,160
MAA 20-002: Bay Area Ridge Trail: Highway 17 Crossing	184,800	360,000	300,000	844,800
MAA 21-003: Bear Creek Redwoods Water System	137,100	640,200	—	777,300
MAA 21-004: Bear Creek Redwoods – Stables Site Plan Implementation	455,600	1,988,450	2,206,450	4,650,500
MAA 21-005: Bear Creek Redwoods Public Access	1,671,936	2,064,156	354,506	4,090,598
MAA 21-006: Bear Creek Redwoods – Alma College Site Rehabilitation Plan	575,600	900,550	2,177,300	3,653,450
MAA 21-009: Bear Creek Redwoods – Webb Creek Bridge	194,600	351,500	—	546,100
MAA 23-002: Mount Umunhum Trail Connection	185,928	—	—	185,928
MAA 23-004: Mount Umunhum Summit Restoration, Parking and Landing Zone	2,142,290	148,200	142,450	2,432,940
MAA 23-005: Mount Umunhum Guadalupe Overlook Bridge	65,132	35,650	35,650	136,432
MAA 23-006: Mount Umunhum Road Rehabilitation	1,263,159	9,200	9,200	1,281,559
Subtotal: Fund 30 – Measure AA Projects	11,086,211	9,195,856	9,503,156	29,785,223
Bay Area Ridge Trail: Highway 17 Crossing	18,000	TBD	48,000	66,000
Harrington Bridge Redecking	48,400	—	—	48,400
Bear Creek Stables Site Plan Implementation		250,000	250,000	500,000
Purisima 1 Bridge Redecking	48,400	—	—	48,400
Subtotal: Fund 40 – General Fund Projects	114,800	0	48,000	162,800
Total Public Access and Education	\$11,210,011	\$9,195,856	\$9,551,156	\$29,957,023

Public Access and Education

Project #: MAA02-001

Project Description

Continue working in partnership with City of East Palo Alto on Cooley Landing Interpretative Facilities and Infrastructure – Phases II - V.

Work with the City of East Palo Alto to design and implement the remaining site improvements related to Cooley Landing Park. Pending Board approval related to the use of Measure AA funds, prepare Agreement and coordinate reimbursement of eligible expenses incurred by the City. The District will continue to provide technical assistance and will amend the current Partnership Agreement to include six elements out of this phase of work for which the Board has approved MAA funding. Per the City, construction must be completed by June 30, 2019 to meet requirements of the City's \$5M Prop 84 Statewide Park Development and Community Revitalization Program Round 2 grant. Design is expected to continue through Winter 2017. Grassroots Ecology is continuing habitat restoration work (Year 2 of 3).

Cooley Landing Interpretative Facilities Design and Implementation

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$900	\$0	\$0	\$0	\$900
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	108,489	86,850	0	0	195,339
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	48,000	0	0	48,000
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	30,000	1,027,500	0	0	1,057,500
Total	\$0	\$0	\$0	\$139,389	\$1,162,350	\$0	\$0	\$1,301,739

Funded Sources	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	139,389	1,162,350	0	0	1,301,739
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
TOTAL	\$0	\$0	\$0	\$139,389	\$1,162,350	\$0	\$0	\$1,301,739

Public Access and Education

Project #: MAA02-002

Project Description

Complete 0.6-mile gap in the Bay Trail (Ravenswood Bay Trail) that is north of Ravenswood Open Space Preserve. The project is subject to a June 30, 2017 San Mateo County Measure K (formerly Measure A) grant deadline, and a grant extension is currently under negotiation with the San Mateo County. The scope of work includes conceptual design, environmental review, geotechnical engineering and construction documents and permitting (obtaining all necessary resource agency and regulatory agency permits to construct the Ravenswood Bay Trail). Construction will be publicly bid and performed by contractor. The scope of construction will include a bridge, boardwalk, trail, and pavement striping. Preliminary design is expected to be complete in Fall 2017. Construction documents are expected to be complete in Winter 2019. Permitting is expected to be complete in Spring 2019. All work is anticipated to be complete by 2020.

Ravenswood Bay Trail Design and Implementation

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$2,600	\$5,000	\$25,000	\$0	\$32,600
5000-7000 Services and Supplies	0	0	0	0	12,000	1,500	0	13,500
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	114,000	120,000	54,000	0	288,000
8202 Environmental/Planning Services	0	0	0	24,000	45,600	0	0	69,600
8203 Inspection/Construction Monitoring	0	0	0	6,000	5,000	204,000	0	215,000
8204 Permitting Fees	0	0	0	2,400	66,000	0	0	68,400
8205 Construction	0	0	0	0	0	2,012,500	0	2,012,500
Total	\$0	\$0	\$0	\$149,000	\$253,600	\$2,297,000	\$0	\$2,699,600

Funded Sources	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA - Capital	0	0	0	0	0	1,351,500	0	1,351,500
40 GF - Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	149,000	253,600	945,500	0	1,348,100
Total	\$0	\$0	\$0	\$149,000	\$253,600	\$2,297,000	\$0	\$2,699,600

Public Access and Education

Project #: MAA03-004

Project Description

This project is required in order to provide maintenance, patrol, and emergency access across Purisima Creek. The project includes demolition of the existing Harkins Bridge in Purisima Creek Redwoods OSP and installation of a new bridge approx 100' upstream of existing bridge. Design was performed by a consultant and the construction will be publicly bid and performed by contractor. All work is anticipated to be completed in 2017.

Harkins Bridge Replacement – Purisima Creek

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$16,000	\$0	\$0	\$0	\$16,000
5000-7000 Services and Supplies	0	0	0	4,450	0	0	0	4,450
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	120,000	0	0	0	120,000
8204 Permitting Fees	0	0	0	1,200	0	0	0	1,200
8205 Construction	0	0	0	299,000	0	0	0	299,000
Total	\$0	\$0	\$0	\$440,650	\$0	\$0	\$0	\$440,650

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	440,650	0	0	0	440,650
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$440,650	\$0	\$0	\$0	\$440,650

Public Access and Education

Project #: MAA03-XXX

Project Description

This is a partnership opportunity with Peninsula Open Space Trust (POST) to complete an important regional trail connection from Purisima Creek Open Space Preserve to the Coastal Trail. Pending acquisition of land rights, initiate a feasibility analysis in collaboration with POST to study staging area alternatives to facilitate the Purisima-to-the-Sea regional trail connection. Provide technical assistance to POST and San Mateo County during preliminary discussions about environmental review. Initiate cultural resource and biological assessments.

Purisima Uplands Public Access Site Plan and Trail Connection

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$1,100	\$0	\$0	\$0	\$1,100
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	9,000	0	0	0	9,000
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$10,100	TBD	TBD	\$0	\$10,100

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	1,100	0	0	0	1,100
40 GF – Capital	0	0	0	9,000	0	0	0	9,000
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$10,100	TBD	TBD	\$0	\$10,100

Public Access and Education

Project #: MAA04-004

Project Description

Completion of Phase III of the Oljon Trail connecting Steam Donkey Trail to the Springboard Trail, which is the final trail construction/restoration associated with Watershed Protection Program. E&C staff to complete design, acquire permits, and procure material. L&F staff to construct trail beginning summer 2017 and scheduled to finish in summer 2018.

El Corte de Madera Oljon Trail Implementation

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$350,940	\$0	\$0	\$0	\$350,940
5000-7000 Services and Supplies	0	0	0	3,600	0	0	0	3,600
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	6,000	0	0	0	6,000
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	30,000	0	0	0	30,000
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	103,500	0	0	0	103,500
Total	\$0	\$0	\$0	\$494,040	\$0	\$0	\$0	\$494,040

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	494,040	0	0	0	494,040
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$494,040	\$0	\$0	\$0	\$494,040

Public Access and Education

Project #: MAA05-005

Project Description

Prepare a conceptual site plan for the new public access area planned at the Red Barn area of La Honda Creek Open Space Preserve. The scope of the project includes completion of the concept design in Fall 2017 and beginning environmental review. Site assessment work (cultural resources, traffic, biological, geotechnical, etc.) will support the environmental review and preliminary permitting. Pending completion of environmental review, design development and preliminary permitting would be initiated, anticipated to be in Spring 2018.

La Honda Creek Red Barn Parking Area and Easy Access Trail

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$2,500	\$5,000	\$20,000	\$0	\$27,500
5000-7000 Services and Supplies	0	0	0	3,500	13,500	3,500	0	20,500
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	207,000	123,000	27,000	0	357,000
8202 Environmental/Planning Services	0	0	0	60,000	\$0	\$0	0	60,000
8203 Inspection/Construction Monitoring	0	0	0	6,000	30,000	122,400	0	158,400
8204 Permitting Fees	0	0	0	33,000	6,000	4,200	0	43,200
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$312,000	\$522,500	\$1,327,100	\$0	\$2,161,600

Funded Sources	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	4	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	312,000	522,500	1,327,100	0	2,161,600
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$312,000	\$522,500	\$1,327,100	\$0	\$2,161,600

Public Access and Education

Project #: MAA05-XXX

Project Description

Plan and design Phase II trail connections to Red Barn Area.

The project includes planning, technical studies (biological, cultural, geotechnical), and design for a portion of the Phase II Trails identified in the La Honda Creek Open Space Preserve Master Plan. These trails will connect the Red Barn area to former Dyer Ranch area and former Driscoll Ranch area once implemented. Planning, technical studies, and design are expected to occur through Spring 2018, and preliminary permitting will begin pending completion of the design.

La Honda Creek Phase II Trail Connections

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$0	\$300,000	\$300,000	\$0	\$600,000
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	132,000	0	0	0	132,000
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	39,000	0	0	0	39,000
8205 Construction	0	0	0	0	103,500	103,500	0	207,000
Total	\$0	\$0	\$0	\$171,000	\$403,500	\$403,500	\$0	\$978,000

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	171,000	403,500	403,500	0	978,000
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$171,000	\$403,500	\$403,500	\$0	\$978,000

Public Access and Education

Project #: MAA05-008

Project Description

A qualified architectural historian will assess the condition of the barn, and historical significance. 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. Complete assessment is anticipated to begin in Fall 2017.

La Honda Creek White Barn Historic and Structural Assessment

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$800	\$0	\$0	\$0	\$800
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	28,800	0	0	0	28,800
8202 Environmental/Planning Services	0	0	0	12,000	0	0	0	12,000
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$41,600	TBD	TBD	\$0	\$41,600

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	41,600	0	0	0	41,600
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$41,600	TBD	TBD	\$0	\$41,600

Public Access and Education

Project #: MAA06-XXX

Project Description

Focus on completing the partnership development for long-term care and maintenance of historic complex. Determine the viability of the proposed partnership with the selected potential partner (Partner) within the one-year license agreement (set to end in August). If viable, retain an historic preservation/architectural consultant to evaluate the Partner's proposed plans for rehabilitation and reuse of the historic complex in late 2017. Coordinate with Peninsula Open Space Trust (POST) on the development proposal review and consistency with Conservation Easement. Evaluate permitting requirements through Town of Portola Valley. Present the Partner plans to the Planning and Natural Resources Committee (PNR) and Board for concurrence and direction on development of a long-term lease and CEQA review. In the event of an unsuccessful partnership, return to PNR and the Board with alternative options and a recommendation for managing the historic structures. Consider other potential support roles for the interested Partner. Also in the interim, complete critical actions as needed to deter future resource damage. Pending Board approval of next steps, lay out the schedule, scope of work, and retain an historic preservation/architectural consultant to evaluate and prepare cost estimates for mothballing, stabilization, and/or rehabilitation of select structures. Complete CEQA review as required.

Hawthorn Public Access Site Plan and CEQA

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$2,600	\$0	\$0	\$0	\$2,600
5000-7000 Services and Supplies	0	0	0	2,000	1,000	0	0	3,000
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	48,000	72,000	0	0	120,000
8202 Environmental/Planning Services	0	0	0	114,000	30,000	0	0	144,000
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	3,000	0	0	3,000
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$166,600	\$106,000	\$0	\$0	\$272,600

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	166,600	106,000	0	0	272,600
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$166,600	\$106,000	\$0	\$0	\$272,600

Public Access and Education

Project #: MAA07-007

Project Description

Completion of Sears Ranch Structure Disposition at La Honda Open Space Preserve. Assessment of the structure is complete. Monitoring of hazardous material removal will be required during construction. Bat survey and relocation will be performed prior to structure disposition. Work is estimated to be completed in Fall 2017 in time for the opening of lower La Honda Creek to public access.

Sears Ranch Structure Disposition

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$4,000	\$0	\$0	\$0	\$4,000
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	8,400	0	0	0	8,400
8204 Permitting Fees	0	0	0	3,000	0	0	0	3,000
8205 Construction	0	0	0	63,250	0	0	0	63,250
Total	\$0	\$0	\$0	\$78,650	\$0	\$0	\$0	\$78,650

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	78,650	0	0	0	78,650
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$78,650	\$0	\$0	\$0	\$78,650

Public Access and Education

Project #: MAA07-009

Project Description

Construction of a new public access parking lot at the Sears Ranch Road entrance to La Honda Creek OSP. This project budget includes parking area improvements, road improvements, permitting fees, new gates for the parking area, signage installation, special inspection costs, and interim trail improvements. Design and permitting for the parking area and roadway improvements are anticipated to be complete by Summer 2017. Construction is anticipated to begin in Fall 2017, with project completion estimated for Winter 2017.

La Honda Creek Sears Ranch Parking Area and Trail Connection

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$16,912	\$0	\$0	\$0	\$16,912
5000-7000 Services and Supplies	0	0	0	11,700	\$0	\$0	\$0	11,700
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	42,000	0	0	0	42,000
8204 Permitting Fees	0	0	0	6,000	0	0	0	\$6,000
8205 Construction	0	0	0	931,500	0	0	0	\$931,500
Total	\$0	\$0	\$0	\$1,008,112	\$0	\$0	\$0	\$1,008,112

Funded Sources	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA - Capital	0	0	0	1,008,112	\$0	\$0	\$0	1,008,112
40 GF - Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$1,008,112	\$0	\$0	\$0	\$1,008,112

Public Access and Education

Project #: MAA10-001

Project Description

Reopen dirt Alpine Road for Visitor Use. Continue discussions with San Mateo County regarding the failed culvert which has closed the former road to trail use and discuss other required repairs. Dependent on discussions with the county, perform assessment work and complete interim repairs and erosion control measures if feasible.

Alpine Road Regional Trail, Coal Creek

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	28,800	0	0	0	28,800
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	230,000	0	0	0	230,000
Total	\$0	\$0	\$0	\$258,800	TBD	TBD	\$0	\$258,800

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	258,800	0	0	0	258,800
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$258,800	TBD	TBD	\$0	\$258,800

Public Access and Education

Project #: MAA11-XXX

Project Description

In collaboration with City of Mountain View and other partners, complete historic and structural assessments to inform design of site improvements including barn repairs using donation funding (Partnership Project). Complete historic and structural assessment for stabilization of the White Barn. Coordinate with City on scoping, consultant selection, review and deliverables.

A qualified architectural historian will assess the condition of the White Barn, and its historical significance. A structural engineer will assess the integrity of the building to determine the need and estimated costs for structural improvements and/or repairs. A draft assessment report is anticipated to be complete in Spring 2018. The assessment will help inform the design for refurbishment of the existing barn that would be used for public interpretation, as well as ongoing management of Deer Hollow Farm.

Rancho San Antonio – Deer Hollow Farm – White Barn Rehabilitation

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$1,000	\$0	\$0	\$0	\$1,000
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	24,000	0	0	0	24,000
8202 Environmental/Planning Services	0	0	0	12,000	0	0	0	12,000
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$37,000	TBD	TBD	\$0	\$37,000

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	37,000	0	0	0	37,000
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$37,000	TBD	TBD	\$0	\$37,000

Public Access and Education

Project #: MAA17-002

Project Description

This project will improve public safety by removing hazardous structures and debris from vacant land which will 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. Construction expected in spring 2018.

Lyson's Dispositions at Monte Bello

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$16,000	\$0	\$0	\$0	\$16,000
5000-7000 Services and Supplies	0	0	0	3,050	0	0	0	3,050
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	6,000	0	0	0	6,000
8202 Environmental/Planning Services	0	0	0	18,600	0	0	0	18,600
8203 Inspection/Construction Monitoring	0	0	0	9,000	0	0	0	9,000
8204 Permitting Fees	0	0	0	9,000	0	0	0	9,000
8205 Construction	0	0	0	281,750	0	0	0	281,750
Total	\$0	\$0	\$0	\$343,400	\$0	\$0	\$0	\$343,400

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	343,400	0	0	0	343,400
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$343,400	\$0	\$0	\$0	\$343,400

Public Access and Education

Project #: MAA17-004

Project Description

This project will install a new pedestrian bridge over Steven's Creek where currently there is a wet crossing and will remove and replace an existing pedestrian bridge with a longer bridge on an unnamed tributary of Steven's Creek in Monte Bello OSP. E&C to finish design, acquire permits, and procure materials. Land & Facilities staff to preform required demolition and construction. Minor trail alignment would be necessary. Construction is expected for fall 2017.

Stevens Creek Nature Trail Bridges, Monte Bello

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$67,465	\$0	\$0	\$0	\$67,465
5000-7000 Services and Supplies	0	0	0	45,500	0	0	0	45,500
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	74,400	0	0	0	74,400
8204 Permitting Fees	0	0	0	1,200	0	0	0	1,200
8205 Construction	0	0	0	115,000	0	0	0	115,000
Total	\$0	\$0	\$0	\$303,565	\$0	\$0	\$0	\$303,565

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	303,565	0	0	0	303,565
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$303,565	\$0	\$0	\$0	\$303,565

Public Access and Education

Project #: MAA18-XXX

Project Description

The project involves supporting the City of Saratoga's 3.2-mile long trail connection from Quarry Park to Sanborn Park (Partnership Project).

Land & Facilities to provide technical support in review of City's prepared trail plans; attend field visits to ground-truth trail alignment. Planning to provide administrative support for any necessary partnership agreements related to MAA funding; review City's environmental review documents. Next steps for the City include completing design of trail and bridges and environmental review, which are anticipated to begin in Summer 2018 pending discussions related to potential MAA funding.

Saratoga-to-Sea Regional Trail Connection

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$5,160	\$0	\$0	\$0	\$5,160
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	210,000	0	0	0	210,000
8202 Environmental/Planning Services	0	0	0	50,000	0	0	0	50,000
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$265,160	TBD	TBD	\$0	\$265,160

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	265,160	0	0	0	265,160
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$265,160	TBD	TBD	\$0	\$265,160

Public Access and Education

Project #: MAA 20-002

Project Description

Work with public agency land owners to obtain trail easements and protect wildlife corridors for a crossing of Highway 17. Provide trail planning support for the wildlife and regional trail crossing along Highway 17 in the Los Gatos/Lexington Reservoir area (MAA 20-1). Continue to study regional trail connections between the east side of El Sereno Open Space Preserve, St. Joseph's Hill Open Space Preserve, the west side of Sierra Azul Open Space Preserve, and Bear Creek Redwoods Open Space Preserve. Continue engagement and collaboration with regional partners, stakeholders, and regulatory agencies. Based on results of work within the MAA 20-001 project, support completion of Caltrans project documentation (Project Study Report - PSR) expected to be complete by Spring 2018, and will include initial environmental review.

Bay Area Ridge Trail: Highway 17 Crossing

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	123,000	300,000	300,000	0	723,000
8202 Environmental/Planning Services	0	0	0	61,800	60,000	0	0	121,800
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	425,000	425,000
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	0	0	16,000,000	16,000,000
Total	\$0	\$0	\$0	\$184,800	\$360,000	\$300,000	\$16,425,000	\$17,269,800

Funded Sources	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA - Capital	0	0	0	184,800	360,000	300,000	11,425,000	12,269,800
40 GF - Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	5,000,000	5,000,000
Total	\$0	\$0	\$0	\$184,800	\$360,000	\$300,000	\$16,425,000	\$17,269,800

Public Access and Education

Project #: MAA21-003

Project Description

Completion of fire and potable water infrastructure for the Bear Creek Redwoods stables improvements in two phases. Phase 1 will include the design and installation of a new water lateral from San Jose Water Company's water main on Bear Creek Road. This work is anticipated to be completed by Winter 2018. Phase 2 will include design and construction of the water infrastructure from the lateral installed in Phase 1 to the stables. New water infrastructure will include water transmission pipe, fire and potable water tanks, booster pump, hydrant, valves, and other appurtenances. All work is anticipated to be completed by 2020.

Bear Creek Redwoods Water System

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
5000-7000 Services and Supplies	\$0	\$0	\$0	\$6,400	\$6,400	\$0	\$0	\$12,800
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	28,800	26,400	0	0	55,200
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	44,400	32,400	0	0	76,800
8205 Construction	0	0	0	57,500	575,000	0	0	632,500
Total	\$0	\$0	\$0	\$137,100	\$640,200	\$0	\$0	\$777,300

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	137,100	640,200	0	0	777,300
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$137,100	\$640,200	\$0	\$0	\$777,300

Public Access and Education

Project #: MAA21-004

Project Description

Design and implement Bear Creek Stables Improvements to protect the site's natural resources, increase public access, and allow for the creation of a management agreement between the District and a long-term tenant. Improvements will be implemented according to the approved Bear Creek Redwoods Preserve Plan. In Summer/Fall 2017, conduct technical investigations and develop the preliminary design for high and low priority improvements. Development of construction documents is expected to continue through Fall 2018. Final Permitting and construction are anticipated to begin in Winter 2018, with construction anticipated through Spring/Summer 2020.

Bear Creek Stables Site Plan Implementation

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$2,600	\$0	\$0	\$0	\$2,600
5000-7000 Services and Supplies	0	0	0	3,000	9,450	6,450	0	18,900
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	420,000	312,000	60,000	0	792,000
8202 Environmental/Planning Services	0	0	0	30,000	18,000	0	0	48,000
8203 Inspection/Construction Monitoring	0	0	0	0	96,000	48,000	0	144,000
8204 Permitting Fees	0	0	0	0	78,000	42,000	0	120,000
8205 Construction	0	0	0	0	1,725,000	2,300,000	0	4,025,000
Total	\$0	\$0	\$0	\$455,600	\$2,238,450	\$2,456,450	\$0	\$5,150,500

Funded Sources	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	455,600	1,272,200	1,272,200	0	3,000,000
40 GF – Capital	0	0	0	0	250,000	250,000	0	500,000
XX Grants/Partnerships/Other	0	0	0	0	716,250	934,250	0	1,650,500
Total	\$0	\$0	\$0	\$455,600	\$2,238,450	\$2,456,450	\$0	\$5,150,500

Public Access and Education

Project #: MAA21-005

Project Description

Project covers multiple facets.

1. Near former Alma College site, construct a new 51-stall parking area, trailhead amenities, pedestrian crossing of Bear Creek Road and other visitor-serving amenities. Complete design and engineering documents, securing permits and assisting E&C with preparing bid packages for construction.
2. Open Alma College parking area and western area of Preserve. Complete construction of trail segments required to connect the Bear Creek Road crossing to the west side of the preserve and a segment to form a loop hiking opportunity.
3. Provide roads, trails and retaining wall improvements. Natural Resources will complete design. Engineering and Construction will acquire permits and contract for construction for the road and retaining wall. Land & Facilities will construct trails in 2018.
4. Implementation of Western Pond Turtle mitigation plan for Alma College parking lot project. Provide oversight and advice to Alma College parking lot project team to ensure impacts to Western Pond Turtle habitat are being mitigated.
5. Assess unevaluated cultural resources within the Preserve, as identified in the Preserve Plan/EIR, prior to initiating road and trail upgrades to facilitate public access.

Hire consultant to assess unevaluated cultural resources within the west-side (Phase 1) area of the Preserve. Provide determinations of eligibility to Historic Register, and make recommendations for avoidance or mitigations if eligible. Implement mitigation measures as necessary.

Bear Creek Redwoods Public Access

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$393,846	\$382,006	\$342,006	\$0	\$1,117,858
5000-7000 Services and Supplies	0	0	0	10,000	8,500	6,500	0	25,000
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	99,600	0	0	0	99,600
8202 Environmental/Planning Services	0	0	0	214,020	168,000	6,000	0	388,020
8203 Inspection/Construction Monitoring	0	0	0	170,400	48,000	0	0	218,400
8204 Permitting Fees	0	0	0	115,920	42,000	0	0	157,920
8205 Construction	0	0	0	668,150	1,415,650	0	0	2,083,800
Total	\$0	\$0	\$0	\$1,671,936	\$2,064,156	\$354,506	\$0	\$4,090,598

Funded Sources	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	1,671,936	2,064,156	354,506	0	4,090,598
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$1,671,936	\$2,064,156	\$354,506	\$0	\$4,090,598

Public Access and Education

Project #: MAA21-006

Project Description

Consistent with Board-approved Preserve Plan, implement minimal repairs and clean up to the Alma College site needed to prepare gateway entrance for public visitation and address public safety/enforcement concern. Project includes bat exclusion and relocation work; demolition and building permitting; initiate solicitation of potential partner for reuse of site.

Site Rehabilitation Phase I - Clean-up and Stabilization. Stabilize Chapel and old Library. Complete detailed programming, concept design, schematic design, and proceed into development of disposition plans for the library, classroom, and garage. Complete Phase II - Environmental Assessment and hazardous materials testing in Fall 2017. Complete design, permitting, and construction of bat habitat replacement structures in Winter 2018.

Bear Creek Redwoods – Alma College Cleanup and Stabilization

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$1,300	\$0	\$0	\$0	\$1,300
5000-7000 Services and Supplies	0	0	0	7,500	7,500	7,500	0	22,500
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	90,000	120,000	144,000	0	354,000
8202 Environmental/Planning Services	0	0	0	54,000	138,000	18,000	0	210,000
8203 Inspection/Construction Monitoring	0	0	0	52,800	52,800	52,800	0	158,400
8204 Permitting Fees	0	0	0	48,000	36,000	\$0	0	84,000
8205 Construction	0	0	0	322,000	546,250	1,955,000	0	2,823,250
Total	\$0	\$0	\$0	\$575,600	\$900,550	\$2,177,300	\$0	\$3,653,450

Funded Sources	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	\$575,600	\$900,550	\$2,177,300	\$0	\$3,653,450
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$575,600	\$900,550	\$2,177,300	\$0	\$3,653,450

Public Access and Education

Project #: MAA21-009

Project Description

This project will replace an existing aging bridge crossing over Webb Creek in Bear Creek Redwoods Open Space Preserve. The District has hired a design consultant and it is anticipated their design will be completed and permits will be received by Summer 2018. Construction is expect to begin in fall 2018, with project completion by the end of 2018.

Bear Creek Redwoods Public Access

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$8,000	\$16,000	\$0	\$0	\$24,000
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	159,600	0	0	0	159,600
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	48,000	0	0	48,000
8204 Permitting Fees	0	0	0	27,000	0	0	0	27,000
8205 Construction	0	0	0	0	287,500	0	0	287,500
Total	\$0	\$0	\$0	\$194,600	\$351,500	\$0	\$0	\$546,100

Funded Sources	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA - Capital	0	0	0	194,600	351,500	0	0	546,100
40 GF - Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$194,600	\$351,500	\$0	\$0	\$546,100

Public Access and Education

Project #: MAA23-002

Project Description

Complete the Mt. Umunhum Trail from the Trailhead Shelter near the new Parking Lot to the East Summit Overlook. Trail Steps will be engineered, designed, and stamped prior to the start of construction. Design and engineering will include the involvement of a consulting civil engineer, structural engineer, and geotechnical engineer. District staff will be closely involved with the design from an aesthetic and programmatic perspective. Construction is anticipated to be complete by the District's Land & Facilities Special Project teams. Scope of construction includes, excavation into native soil and bedrock, installation of new stone or concrete steps, and installation of new guard/handrail. All work is anticipated to be complete by Fall 2017.

Mount Umunhum Trail Construction

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$63,578	\$0	\$0	\$0	\$63,578
5000-7000 Services and Supplies	0	0	0	25,500	0	0	0	25,500
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	46,800	0	0	0	46,800
8202 Environmental/Planning Services	0	0	0	2,400	0	0	0	2,400
8203 Inspection/Construction Monitoring	0	0	0	12,000	0	0	0	12,000
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	35,650	0	0	0	35,650
Total	\$0	\$0	\$0	\$185,928	\$0	\$0	\$0	\$185,928

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	185,928	0	0	0	185,928
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$185,928	\$0	\$0	\$0	\$185,928

Public Access and Education

Project #: MAA23-004

Project Description

Completion of Mt. Umunhum Summit public access improvements, interpretive elements, and native planting. Design for the improvements have been approved, and all necessary permits have been obtained. The majority of construction is anticipated to be complete by Fall 2017. Restoration planting and monitoring will continue through FY 2020.

Mount Umunhum Summit Restoration, Parking and Landing Zone

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$177,040	\$0	\$0	\$0	\$177,040
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	45,000	0	0	0	45,000
8202 Environmental/Planning Services	0	0	0	48,000	24,000	24,000	0	96,000
8203 Inspection/Construction Monitoring	0	0	0	12,000	0	0	0	12,000
8204 Permitting Fees	0	0	0	3,000	0	0	0	3,000
8205 Construction	0	0	0	1,857,250	124,200	118,450	0	2,099,900
Total	\$0	\$0	\$0	\$2,142,290	\$148,200	\$142,450	\$0	\$2,432,940

Funded Sources	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	2,142,290	148,200	142,450	0	2,432,940
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$2,142,290	\$148,200	\$142,450	\$0	\$2,432,940

Public Access and Education

Project #: MAA23-005

Project Description

Mitigation plan implementation for the Mt. Umunhum Trail and Bridges construction. Construction related impacts requires mitigation planting and restoration of trees and rare plant populations for three years.

Mount Umunhum Guadalupe Creek Overlook Bridge

Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$5,332	\$0	\$0	\$0	\$5,332
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	59,800	35,650	35,650	0	131,100
Total	\$0	\$0	\$0	\$65,132	\$35,650	\$35,650	\$0	\$136,432

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	65,132	35,650	35,650	0	136,432
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$65,132	\$35,650	\$35,650	\$0	\$136,432

Public Access and Education

Project #: MAA23-006

Project Description

Completion of the Mt. Umunhum Road safety upgrades and road repairs for access to the Summit. Design for the improvements have been approved, all necessary permits have been obtained. The majority of construction is anticipated to be complete by Fall 2017. Restoration planting and monitoring will continue through FY 2020.

Mt. Umunhum Road Rehabilitation

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$11,359	\$0	\$0	\$0	\$11,359
5000-7000 Services and Supplies	0	0	0	4,000	0	0	0	4,000
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	36,000	0	0	0	36,000
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	48,000	0	0	0	48,000
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	1,163,800	9,200	9,200	0	1,182,200
Total	\$0	\$0	\$0	\$1,263,159	\$9,200	\$9,200	\$0	\$1,281,559

Funded Sources	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	1,263,159	9,200	9,200	0	1,281,559
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$1,263,159	\$9,200	\$9,200	\$0	\$1,281,559

Public Access and Education

Project #: XXXXX

Project Description

Work with public agency and private land owners to obtain trail easements and protect wildlife corridors for a crossing of Highway 17. Establish a critical Bay Area Ridge Trail/regional trail crossing across Highway 17. Provide trail planning support for the wildlife passage and regional trail crossing along Highway 17 in the Los Gatos/Lexington Reservoir area (MAA 20-001). Continue to study regional trail connections between the east side of El Sereno Open Space Preserve, St. Joseph's Hill Open Space Preserve, the west side of Sierra Azul Open Space Preserve, and Bear Creek Redwoods Open Space Preserve. Continue engagement and collaboration with regional partners, stakeholders, and regulatory agencies. Based on results of work within the MAA 20-001 project, participate in Caltrans review process of wildlife passage/trail crossings and support development of Caltrans project documentation (Project Study Report - PSR) which is expected to begin in Fall 2018, and will include initial environmental review.

Bay Area Ridge Trail: Highway 17 Crossing

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
5000-7000 Services and Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	18,000	0	24,000	0	42,000
8202 Environmental/Planning Services	0	0	0	0	0	24,000	0	24,000
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$18,000	\$0	\$48,000	\$0	\$66,000

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	18,000	0	48,000	0	66,000
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$18,000	\$0	\$48,000	\$0	\$66,000

Public Access and Education

Project #: XXXXX

Project Description

Provide safe vehicle and visitor access across Harrington Creek in La Honda Creek OSP to support opening of preserve. This project will strip the existing bridge down to railcar structural support and rebuild entire bridge superstructure, including new decking and railings. Construction is planned for summer 2017.

Harrington Bridge Replace Bridge Superstructure

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
5000-7000 Services and Supplies	\$0	\$0	\$0	\$40,000	\$0	\$0	\$0	\$40,000
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	8,400	0	0	0	8,400
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$48,400	\$0	\$0	\$0	\$48,400

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$48,400	\$0	\$0	\$0	\$48,400
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$48,400	\$0	\$0	\$0	\$48,400

Public Access and Education

Project #: XXXXX

Project Description

This project will provide safe vehicle and visitor access across Purisima Creek. E&C staff to complete design, acquire permits, and procure material. L&F staff to replace degraded vehicle bridge decking and install new rails. Strip bridge down to railcar structural support and rebuild entire bridge superstructure, including new decking and railings. Construction planned for summer 2018.

Purisima Creek Redwoods Bridge 1

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
5000-7000 Services and Supplies	\$0	\$0	\$0	\$40,000	\$0	\$0	\$0	\$40,000
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	8,400	0	0	0	8,400
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$48,400	\$0	\$0	\$0	\$48,400

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$48,400	\$0	\$0	\$0	\$48,400
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	0	0	0	0	0
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$48,400	\$0	\$0	\$0	\$48,400

Three-Year Capital Improvement Program Vehicles, Equipment, Facilities, and Other

Vehicles, Equipment, Facilities, and Other	FY2017-18	FY2018-19	FY2018-19	3-Year Total
5755 Alpine Window Replacement and Deck Safety	\$139,200	—	—	\$139,200
Administrative Office (AO) Facility	805,000	648,000	6,283,000	7,736,000
La Honda Creek – Farm Labor Housing	229,800	509,800	—	739,600
La Honda Creek – Point of Diversion 17 Water Line Replacement	188,350	—	—	188,350
Mount Umunhum – Radar Tower 2nd Assessment	472,000	TBD	TBD	472,000
Monte Bello Site Driveway Improvements	217,100	—	—	217,100
Purisima Creek Restroom Replacement	100,940	—	—	100,940
Russian Ridge – Bergman Residences Reconstruction	79,800	468,100	—	547,900
Tunitas Creek – Toto Ranch Driveway Improvements	217,100	—	—	217,100
South Area Field Office	199,000	602,000	1,366,000	2,167,000
Russian Ridge – Quam Residence Driveway Improvement	280,600	—	—	280,600
Sierra Azul Meyer Residence Repair and Site Improvements	128,000	383,125	—	511,125
Skyline Field Office Storage Building	236,800	—	—	236,800
Unoccupied Structures Disposition	414,050	888,800	934,800	2,237,650
Field Office Connectivity Project (Fiber Optic Improvements)	500,000	1,300,000	—	1,800,000
Field Equipment	330,000	300,000	310,000	940,000
Vehicles – Maintenance/Patrol	740,000	510,000	692,000	1,942,000
Total Vehicles, Equipment, and Other – Fund 40	\$5,277,740	\$5,609,825	\$9,585,800	\$20,473,365

Vehicles, Equipment, Facilities, and Other Project #: XXXXX

Project Description

Perform habitability repairs for Russian Ridge ranger residence. Remove and replace large cathedral window in master bedroom. Replace and reduce size of deck for safety. Handle dry rot as necessary.

1. Develop drawings and specs
2. Bid
3. Construction

Russian Ridge Ranger Residence Repairs

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
5000-7000 Services and Supplies	\$0	\$0	\$0	\$200	\$0	\$0	\$0	\$200
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	18,000	0	0	0	18,000
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	6,000	0	0	0	6,000
8205 Construction	0	0	0	115,000	0	0	0	115,000
Total	\$0	\$0	\$0	\$139,200	\$0	\$0	\$0	\$139,200

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	139,200	0	0	0	139,200
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$139,200	\$0	\$0	\$0	\$139,200

Vehicles, Equipment, Facilities, and Other Project #: 31202

Project Description

Design and construct a new three-story Administrative Office (AO) on the existing 330 Distel Circle site to accommodate anticipated staff growth, expedite Measure AA project delivery, and further enhance service delivery. Select a consultant team and begin preliminary design, working with a staff project team, General Manager's Office, and Board of Directors. Initiate permitting coordination and discussion with City of Los Altos planning staff. Preliminary design is expected to last until Spring 2018.

New Administration Office (AO) Facility

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
5000-7000 Services and Supplies	\$0	\$0	\$0	\$1,000	\$0	\$0	\$0	\$1,000
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	708,000	648,000	1,728,000	900,000	3,984,000
8202 Environmental/Planning Services	0	0	0	90,000	0	0	0	90,000
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	1,000,000	1,000,000
8204 Permitting Fees	0	0	0	6,000	0	1,680,000	\$0	1,686,000
8205 Construction	0	0	0	0	0	2,875,000	38,525,000	41,400,000
Total	\$0	\$0	\$0	\$805,000	\$648,000	\$6,283,000	\$40,425,000	\$48,161,000

Funded Sources	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	805,000	648,000	6,283,000	40,425,000	48,161,000
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$805,000	\$648,000	\$6,283,000	\$40,425,000	\$48,161,000

Vehicles, Equipment, Facilities, and Other Project #: XXXXX

Project Description

Assess housing options in the former Driscoll Ranch area of La Honda Creek OSP to provide farm labor housing. Perform a housing assessment of the former Driscoll Ranch area of La Honda Creek OSP to determine where and how to replace farm labor housing for the ranch worker for AGCO Hay, LLC per the grazing lease. Continue discussions with San Mateo County on their Farm Labor Housing Pilot Program.

Farm Labor Housing – La Honda Creek

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
5000-7000 Services and Supplies	\$0	\$0	\$0	\$11,550	\$3,000	\$0	\$0	\$14,550
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	82,800	0	0	0	82,800
8202 Environmental/Planning Services	0	0	0	19,200	0	0	0	19,200
8203 Inspection/Construction Monitoring	0	0	0	0	46,800	0	0	46,800
8204 Permitting Fees	0	0	0	30,000	\$0	0	0	30,000
8205 Construction	0	0	0	86,250	460,000	0	0	546,250
Total	\$0	\$0	\$0	\$229,800	\$509,800	\$0	\$0	\$739,600

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	229,800	509,800	0	0	739,600
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$229,800	\$509,800	\$0	\$0	\$739,600

Vehicles, Equipment, Facilities, and Other Project #: XXXXX

Project Description

Ensure reliable water to ranger residence and grazing operation by replacing patchwork corroded water line from spring in upper McDonald Ranch to the water valve at La Honda Creek Bridge. Replace main water line from spring to valve at creek, add additional water line for grazing and install two new tanks at junction with new grazing water line.

1. Prepare Plans & Specs
2. Bid
3. Construct main line from spring to valve at creek
4. Add adjunct water line for grazing
5. Install two new tanks at junction to grazing water line.

La Honda Creek Point of Diversion 17 Water Line Replacement

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
5000-7000 Services and Supplies	\$0	\$0	\$0	\$200	\$0	\$0	\$0	\$200
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	30,000	0	0	0	30,000
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	12,000	0	0	0	12,000
8204 Permitting Fees	0	0	0	2,400	0	0	0	2,400
8205 Construction	0	0	0	143,750	0	0	0	143,750
Total	\$0	\$0	\$0	\$188,350	\$0	\$0	\$0	\$188,350

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	188,350	0	0	0	188,350
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$188,350	\$0	\$0	\$0	\$188,350

Vehicles, Equipment, Facilities, and Other Project #: XXXXX

Project Description

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

Mount Umunhum – Radar Tower – 2nd Assessment & Repairs

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
5000-7000 Services and Supplies	\$0	\$0	\$0	\$10,000	\$0	\$0	\$0	\$10,000
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	240,000	0	0	0	240,000
8202 Environmental/Planning Services	0	0	0	174,000	0	0	0	174,000
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	48,000	0	0	0	48,000
8205 Construction	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$472,000	TBD	TBD	\$0	\$472,000

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	236,000	0	0	0	236,000
XX Grants/Partnerships/Other	0	0	0	236,000	0	0	0	236,000
Total	\$0	\$0	\$0	\$472,000	TBD	TBD	\$0	\$472,000

Vehicles, Equipment, Facilities, and Other

Project #: XXXXX

Project Description

Repair and rerock the driveway from Monte Bello Road up to the Black Mountain communication site to provide access to District staff, and communication tenants.

1. Perform Assessments
2. Obtain Permits as needed
3. Bid

Monte Bello Comm Site Driveway Improvements

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
5000-7000 Services and Supplies	\$0	\$0	\$0	\$200	\$0	\$0	\$0	\$200
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	24,000	0	0	0	24,000
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	18,000	0	0	0	18,000
8204 Permitting Fees	0	0	0	2,400	0	0	0	2,400
8205 Construction	0	0	0	172,500	0	0	0	172,500
Total	\$0	\$0	0	\$217,100	\$0	\$0	\$0	\$217,100

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	217,100	0	0	0	217,100
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$217,100	\$0	\$0	\$0	\$217,100

Vehicles, Equipment, Facilities, and Other Project #: XXXXX

Project Description

Replace a deteriorated single stall restroom and vault at lower Purisima Creek Redwoods Open Space Preserve parking lot with a new two-stall restroom and vault. Permitting, pre-construction surveys for sensitive species, environmental review, demolition of existing restroom building and vault, installation of the new restroom and vault, and pouring a concrete slab around the restroom building.

Purisima Creek Restroom Replacement

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
5000-7000 Services and Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	6,000	0	0	0	6,000
8204 Permitting Fees	0	0	0	2,940	0	0	0	2,940
8205 Construction	0	0	0	92,000	0	0	0	92,000
Total	\$0	\$0	\$0	\$100,940	\$0	\$0	\$0	\$100,940

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	100,940	0	0	0	100,940
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$100,940	\$0	\$0	\$0	\$100,940

Vehicles, Equipment, Facilities, and Other

Project #: XXXXX

Project Description

In order to obtain permits for buildings built by former owners without permits or with incomplete permits, perform clean-up and reconstruction at the 20000 Skyline Blvd. residence compound (three residences).

1. Clean up resident compound after tenant vacancy (Main, Guest, Cottage, outbuildings and surround).
2. Prepare As builts for residence compound.
3. Meet with San Mateo County regarding reconstruction plan/permitting
4. Prepare Bid/Award Bid for phased reconstruction:
 - a. Upgrade Old residence (2018-19)
 - b. Upgrade Main and Guest residence (2019-20)
 - c. Demo Cottage/Create additional parking (2020-21)
 - d. Demo Grandma residence (2021-22)

Russian Ridge – Bergman Residences Reconstruction

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
5000-7000 Services and Supplies	\$0	\$0	\$0	\$400	\$0	\$0	\$0	\$400
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	42,000	0	0	0	42,000
8202 Environmental/Planning Services	0	0	0	0	9,000	0	0	9,000
8203 Inspection/Construction Monitoring	0	0	0	8,400	21,600	0	0	30,000
8204 Permitting Fees	0	0	0	6,000	12,000	0	0	18,000
8205 Construction	0	0	0	23,000	425,500	0	0	448,500
Total	\$0	\$0	0	\$79,800	\$468,100	\$0	\$0	\$547,900

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	79,800	468,100	0	0	547,900
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$79,800	\$468,100	\$0	\$0	\$547,900

Vehicles, Equipment, Facilities, and Other Project #: XXXXX

Project Description

Repair and rerock the Toto Ranch Driveway, Tunitas Creek OSP. Assess, permit and contract for repairs to degraded driveway at Toto Ranch in order to provide access for grazing and residential tenant.

Tunitas Creek – Toto Ranch Driveway Improvements

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
5000-7000 Services and Supplies	\$0	\$0	\$0	\$200	\$0	\$0	\$0	\$200
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	24,000	0	0	0	24,000
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	18,000	0	0	0	18,000
8204 Permitting Fees	0	0	0	2,400	0	0	0	2,400
8205 Construction	0	0	0	172,500	0	0	0	172,500
Total	\$0	\$0	\$0	\$217,100	\$0	\$0	\$0	\$217,100

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	217,100	0	0	0	217,100
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$217,100	\$0	\$0	\$0	\$217,100

Vehicles, Equipment, Facilities, and Other

Project #: XXXXX

Project Description

Renovate an existing industrial warehouse building in Campbell to create a new, permanent South Area Office that will accommodate anticipated field staff growth, expedite Measure AA project delivery, and further enhance service delivery. Continue design, environmental review, preliminary permitting with City of Campbell. Pending CUP approval, begin final design.

New South Area Field Office

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
5000-7000 Services and Supplies	\$0	\$0	\$0	\$1,000	\$0	\$0	\$0	\$1,000
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	99,000	27,000	54,000	0	180,000
8202 Environmental/Planning Services	0	0	0	90,000	0	0	0	90,000
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	9,000	0	24,000	0	33,000
8205 Construction	0	0	0	0	575,000	1,288,000	0	1,863,000
Total	\$0	\$0	\$0	\$199,000	\$602,000	\$1,366,000	\$0	\$2,167,000

Funded Sources	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	199,000	602,000	1,366,000	0	2,167,000
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$199,000	\$602,000	\$1,366,000	\$0	\$2,167,000

Vehicles, Equipment, Facilities, and Other Project #: XXXXX

Project Description

Repair and rerock the driveway from the edge of the chip seal section through 20000 Skyline Blvd (Bergman) to 20300 Skyline Blvd (Quam).

1. Perform Assessments
2. Obtain Permits as needed
3. Bid
4. Construction

Russian Ridge – Quam Residence Driveway Improvements

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
5000-7000 Services and Supplies	\$0	\$0	\$0	\$200	\$0	\$0	\$0	\$200
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	24,000	0	0	0	24,000
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	24,000	0	0	0	24,000
8204 Permitting Fees	0	0	0	2,400	0	0	0	2,400
8205 Construction	0	0	0	230,000	0	0	0	230,000
Total	\$0	\$0	\$0	\$280,600	\$0	\$0	\$0	\$280,600

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	280,600	0	0	0	280,600
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$280,600	\$0	\$0	\$0	\$280,600

Vehicles, Equipment, Facilities, and Other

Project #: XXXXX

Project Description

Completion of Sierra Azul Meyer residence repair and site improvements to provide District after hours presence and onsite monitoring in the Mount Umunhum area. Improvements may include: 1) Upgrade to the existing studio building; 2) Disposition of the existing main house; 3) upgrades to the existing water system including the potential of digging a new well; 4) New water system piping; 4) New off-grid solar system and battery storage with electrical system; 5) Septic system improvements.

Sierra Azul Meyer Residence Repair and Site Improvements

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
5000-7000 Services and Supplies	\$0	\$0	\$0	\$3,800	\$0	\$0	\$0	\$3,800
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	74,400	0	0	0	74,400
8202 Environmental/Planning Services	0	0	0	19,800	0	0	0	19,800
8203 Inspection/Construction Monitoring	0	0	0	0	18,000	0	0	18,000
8204 Permitting Fees	0	0	0	30,000	0	0	0	30,000
8205 Construction	0	0	0	0	365,125	0	0	365,125
Total	\$0	\$0	\$0	\$128,000	\$383,125	\$0	\$0	\$511,125

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	128,000	383,125	0	0	511,125
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$128,000	\$383,125	\$0	\$0	\$511,125

Vehicles, Equipment, Facilities, and Other Project #: XXXXX

Project Description

Design, permit, and install a partially enclosed storage building to provide cover for heavy equipment. Complete the programming assessment to evaluate the building requirements in terms of size, location, and other criteria. Provide design and permitting for the building.

Skyline Field Office Storage Building

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
5000-7000 Services and Supplies	\$0	\$0	\$0	\$1,300	\$0	\$0	\$0	\$1,300
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	45,000	0	0	0	45,000
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	12,000	0	0	0	12,000
8204 Permitting Fees	0	0	0	6,000	0	0	0	6,000
8205 Construction	0	0	0	172,500	0	0	0	172,500
Total	\$0	\$0	\$0	\$236,800	\$0	\$0	\$0	\$236,800

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	236,800	0	0	0	236,800
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$236,800	\$0	\$0	\$0	\$236,800

Vehicles, Equipment, Facilities, and Other

Project #: XXXXX

Project Description

Determine dispositions of unoccupied structures throughout District preserves. There are currently over 20 site/structures identified that are subject to disposition. FY2018 scope limited to El Sereno House demolition and Rosetta property clean up and demolition.

Unoccupied Structures Disposition

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
5000-7000 Services and Supplies	\$0	\$0	\$0	\$5,650	\$6,400	\$6,400	\$0	\$18,450
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	36,000	156,000	156,000	0	348,000
8202 Environmental/Planning Services	0	0	0	54,000	132,000	132,000	0	318,000
8203 Inspection/Construction Monitoring	0	0	0	36,000	96,000	96,000	0	228,000
8204 Permitting Fees	0	0	0	15,600	38,400	38,400	0	92,400
8205 Construction	0	0	0	266,800	460,000	506,000	0	1,232,800
Total	\$0	\$0	\$0	\$414,050	\$888,800	\$934,800	\$0	\$2,237,650

Funding Source	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	414,050	888,800	934,800	0	2,237,650
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$414,050	\$888,800	\$934,800	\$0	\$2,237,650

Vehicles, Equipment, Facilities, and Other Project #: XXXXX

Project Description

Internet connectivity is and will continue to be a critical infrastructure element between all of our offices, particularly to the AO from remote locations like our field offices. The exchange of information on an application like SharePoint and the ability to use Skype and other new communication technology is hampered by outdated or nonexistent infrastructure.

Implement infrastructure upgrade items listed in the IST Strategic Plan

- Address the Customer Services Survey results citing poor network connectivity
- Allow better access to Internet enabled services (email, Office 365, video-conferencing)
- Support the Districts telecommuting policy
- Reduce duplicated infrastructure at field offices

Internet Upgrade Project

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
4000 Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000 Services and Supplies	0	0	0	0	0	0	0	0
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	500,000	1,300,000	0	0	\$1,800,000
Total	\$0	\$0	\$0	\$500,000	\$1,300,000	\$0	\$0	\$1,800,000

Funded Sources	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	500,000	1,300,000	0	0	1,800,000
XX Grants/Partnerships/Other	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$500,000	\$1,300,000	\$0	\$0	\$1,800,000

Vehicles, Equipment, Facilities, and Other

Project #: XXXXX

Project Description

For FY18, the District's current five-year capital equipment schedule provides for:

The replacement of five patrol vehicles and two maintenance vehicles that have reached their end of life and will be sold at auction.

Seven additional maintenance vehicles will be purchased in FY18 primarily for new positions approved by the Board as part of the Financial and Operational Sustainability Model: 1) a flat bed dump truck to support increased work for small roads and material transport, 2) one truck assigned to the new Maintenance Supervisor position, 3) one truck assigned and shared by the new Facilities Maintenance Supervisor and the new Facilities Maintenance Specialist, 4, 5, and 6) vehicles are needed to support the increased staff for ongoing work and upcoming MAA projects. Those include two transport vehicles for special projects staff and one new dump truck for the field.

Additionally, it includes three new machinery/equipment purchases: 1) an aerial lift truck to allow crews to safely and regularly conduct tree and structure work, 2) a large track chipper to manage fire breaks and access roads, 3) a mini-excavator to support trail construction by the Special Projects crews.

In FY19 and FY20 fewer additional vehicles will be required but replacement vehicles needed for a larger fleet and inflation will maintain costs near the FY18 levels.

Vehicle and Machinery/Equipment Purchases

Estimated Costs	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
5000-7000 Services and Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8101 Real Estate Services	0	0	0	0	0	0	0	0
8201 Architect/Engineering Services	0	0	0	0	0	0	0	0
8202 Environmental/Planning Services	0	0	0	0	0	0	0	0
8203 Inspection/Construction Monitoring	0	0	0	0	0	0	0	0
8204 Permitting Fees	0	0	0	0	0	0	0	0
8205 Construction	0	0	0	0	0	0	0	0
8410 Machinery	0	0	0	330,000	300,000	310,000	0	940,000
8501 Vehicles	\$0	0	0	740,000	510,000	692,000	0	1,942,000
Total	\$0	\$0	\$0	\$1,070,000	\$810,000	\$1,002,000	\$0	\$2,882,000

Funded Sources	Prior Year Actuals	FY 2016 Actual	FY 2017 Budget	FY 2018	FY2019	FY 2020	Estimated Future Years	Totals
10 General Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20 Hawthorn	0	0	0	0	0	0	0	0
30 MAA – Capital	0	0	0	0	0	0	0	0
40 GF – Capital	0	0	0	1,070,000	810,000	1,002,000	0	2,882,000
XX Grants	0	0	0	0	0	0	0	0
Total	\$0	\$0	\$0	\$1,070,000	\$810,000	\$1,002,000	\$0	\$2,882,000

Section IV: 2017-18 Staffing



Staff photo by Midpen Staff

FISCAL YEAR 2017-18 DISTRICT STAFFING

District staffing for Fiscal Year (FY) 2017-18 is budgeted for 174.45 Full Time Equivalents (FTE), an increase of 9 positions over the FY2016-17 adopted staffing level of 165.45 FTE. As part of the FY2016-17 budget discussions, six positions were added to proceed with Financial and Operational Sustainability Model (FOSM) as developed in 2015.

Land and Facilities Services Department

Maintenance Supervisor – Special Projects (1 FTE)

The Maintenance Supervisor – Special Projects position will enable the creation of a second capital projects field crew to further enhance the District’s capacity to deliver Measure AA projects.

Lead Open Space Technician (1 FTE)

This Lead Open Space Technician position will enable the creation of a second capital projects field crew to further enhance the District’s capacity to deliver Measure AA projects.

Open Space Technician (1 FTE)

Additional staff, including one Open Space Technician (OST), is required to create the second capital projects field crew dedicated to Measure AA projects. OSTs are key crew members in the field, and complete work units focused on special projects will help reduce the demand that has been placed on the regular maintenance crews to complete Measure AA projects, allowing them to keep pace with the maintenance required for increasing public access, trails, and acreage.

Facilities Maintenance Specialist (1 FTE)

This is a handyman type position, specializing in facilities, and would assist with District facilities jobs and property management jobs (repairs at rental houses, etc.) that are not contracted out. This position would partially relieve the half-time FTE OST budgeted from the Foothills Field Office, allowing increased OST activities in the field.

Real Property Department

Real Property Specialist I/II (1 FTE)

This position will handle title research, appraisal and real estate market analysis, due diligence on properties, project budgeting, and County and City research for zoning, General Plan compliance, Williamson Act status, environmental health and building records information. This position will also be needed to administer tax cancellations, Coastal service fees on new land purchases and pursue gifts of Redwood Park and Hacienda Park “paper subdivision” gift parcels, in addition to working closely with the Information and Systems Technology department on database management projects.

Natural Resources Department

Resource Management Specialist I/II (1 FTE)

This position will work in the Wildlife Program area of the Natural Resources Department and will expand Natural Resources' capacity to restore and manage rare, threatened, and endangered species and habitats. The District increasingly has survey, monitoring, and reporting requirements as permitting components of capital and maintenance projects. This position will coordinate and supervise biological monitoring of District projects, prepare and administer regulatory permits related to sensitive and listed species impacts, survey and maintain records of populations of species, and hire and supervise contractors.

Detailed resource loading analysis confirmed the need for additional staff capacity to manage the proposed FY2017-18 Action Plan. The resource loading analysis identifies two (2) additional positions in Engineering and Construction and (1) additional position in Planning.

Engineering and Construction

Senior Capital Project Manager (2 FTEs)

This position will enhance the Engineering and Construction department to expand the District's capacity to deliver Measure AA projects as well as the internal projects such as the new Administrative Office. This position will provide additional technical expertise in architecture, engineering, and/or construction to the department and serve in a supervisory role to mentor and develop one to two staff. Other job functions include but not limited to contract administration, budget development, project management, permitting, report preparation, and internal/external stakeholder coordination.

Planning

Planner III (1 FTE)

This Planner III position will enable the Planning Department to further enhance the District's capacity to deliver Measure AA and other funded projects. This position will work on the scoping and development of new public access plans and site plans, completion of environmental review and compliance, and securing planning and regulatory permits. Other job functions include but are not limited to leading public engagement process, internal/external stakeholder coordination, and participation in regional trails planning. This position may provide additional technical expertise in the California Environmental Quality Act and ADA accessibility requirements, historic and cultural resources, and serve a supervisory role to a junior-level Planner in the future.

Consistent with the FOSM, the recommended three (3) positions are at the lower limit of the anticipated growth within the Planning and Project Delivery business line and well within overall staff growth projections. Growth through Year 2020 in the business lines is anticipated and modeled in the FOSM as shown below:

Business Line	Positions approved to date	FOSM Projected Growth by 2020	Difference Between Current and FOSM Projected	Recommended New Positions	Remaining FOSM Projected Position Before 2020 (if new positions are approved)
Planning and Project Delivery	7	10 to 13	3 to 6	3	0 to 3
Visitor and Field Services	24	20 to 25	0 to 1	0	0 to 1
Finance and Administrative Services	8	9 to 11	1 to 3	0	1 to 3
General Manager's Office	3	2	0	0	0
Total	42	41 to 51	4 to 9*	3	1 to 6*

*Upper limit reflects one (1) less to account for the GMO total of three (3) positions approved to date due to the GMO including Public Affairs and the approved Legislative/External Affairs Specialist position.

The District staffing for FY2017-18 is detailed by department in the table below.

Table 7: District Positions by Department

Department	FY2014-15 Adopted FTE	FY2015-16 Adopted FTE	FY2016-17 Adopted FTE	FY2017-18 Proposed FTE	Change from FY2016-17 Modified
Administration	13.75	18.75	24.75	24.75	0.00
Engineering and Construction	0.00	0.00	5.50	7.50	2.00
General Counsel	2.50	2.50	2.50	2.50	0.00
General Manager	5.00	6.00	8.00	8.00	0.00
Land and Facilities	0.00	0.00	49.30	53.30	4.00
Natural Resources	9.00	10.00	11.00	12.00	1.00
Operations	65.30	68.30	0.00	0.00	0.00
Planning	12.00	14.00	10.50	11.50	1.00
Public Affairs	11.00	12.00	8.00	8.00	0.00
Real Property	6.00	7.00	4.00	5.00	1.00
Visitor Services	0.00	0.00	41.90	41.90	0.00
Total FTE	124.55	138.55	165.45	174.45	9.00

As part of the FY2016-17 Action Plan and Budget review, the ABC and Board considered and approved for this upcoming FY2017-18 six new positions for Visitor and Field Services (5) and Planning and Project Delivery (1), with the understanding that these positions would be included in the FY2017-18 Budget.

Future Growth in District Staffing

The Financial and Operational Sustainability Model projected growth in District staffing between 2014 and 2020 up to 51 new positions. Since December 2014, 24 new positions have been approved by the Board. The above recommendations, if approved by the Board, raise the total new positions to 45 since December 2014. Therefore, under the FOSM model, there are an additional 6 new positions projected by 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 the restructuring of the District, 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 the District’s 30-year financial model, additional positions projected before 2020 in the FOSM will be considered for potential submittal to the Board as part of future Budget approvals and/or midyear budget reviews. Such additional position requests would need to remain consistent with the FOSM projections and be financially sustainable.

Section V: Hawthorn Fund Budget



Windy Hill Open Space Preserve by Vaibhav Tripathi

Table 8: Hawthorn Fund

Hawthorn Fund					
FY2016-17 Annual Budget					
Budget Category	FY 2015-16 Actuals	FY 2016-17 Amended Budget	FY 2017-18 Proposed Annual Budget	\$ Change from from Midyear FY2016-17	% Change from from Midyear FY2016-17
Operating Expenses	\$97,185	\$49,100	\$82,500	\$33,400	68%
Capital Expenses	637,742	67,550	84,000	16,450	24%
Total: Hawthorn	\$734,927	\$116,650	\$166,500	\$49,850	43%

The Fiscal Year (FY) 2017-18 Annual Budget for the Hawthorn endowment totals \$166,500, which is 43% higher than the FY2016-17 Amended Budget. The \$84,000 capital budget includes funding for completion of a partnership for long-term care, rehabilitation, and maintenance of the historic complex as well as other stabilization efforts to mitigate deterioration as staff negotiates a partnership agreement.

The operating budget includes funds for video surveillance and maintenance of the defensible space as required by the Town of Portola Valley’s Fire Department.

The endowment fund balance at the end of FY2017-18 is projected to be \$1,486,351. (See Table 8 below)

Table 9: Hawthorn – Projected Cash Balance

Hawthorn: Endowment Fund	Interest Income	Expenditures	Total Cash Balance
Hawthorn Fund Original Endowment:	—	—	\$2,018,445
Fiscal Year 2011-12	\$3,267	(\$50,672)	1,971,040
Fiscal Year 2012-13	7,854	(22,347)	1,856,547
Fiscal Year 2013-14	5,600	(141,389)	1,720,758
Fiscal Year 2014-15	5,818	(23,573)	1,703,003
Fiscal Year 2015-16	7,149	(9,751)	1,700,401
Fiscal Year 2016-17 – Projected	5,000	(67,550)	1,637,851
Fiscal Year 2017-18 – Proposed	\$15,000	(\$166,500)	\$1,486,351
Ending Balance – Projected			\$1,486,351

Section VI: Department Summaries



Mindego Gateway Opening, Russian Ridge Open Space Preemptive by Jack Gescheidt

Administrative Services Department

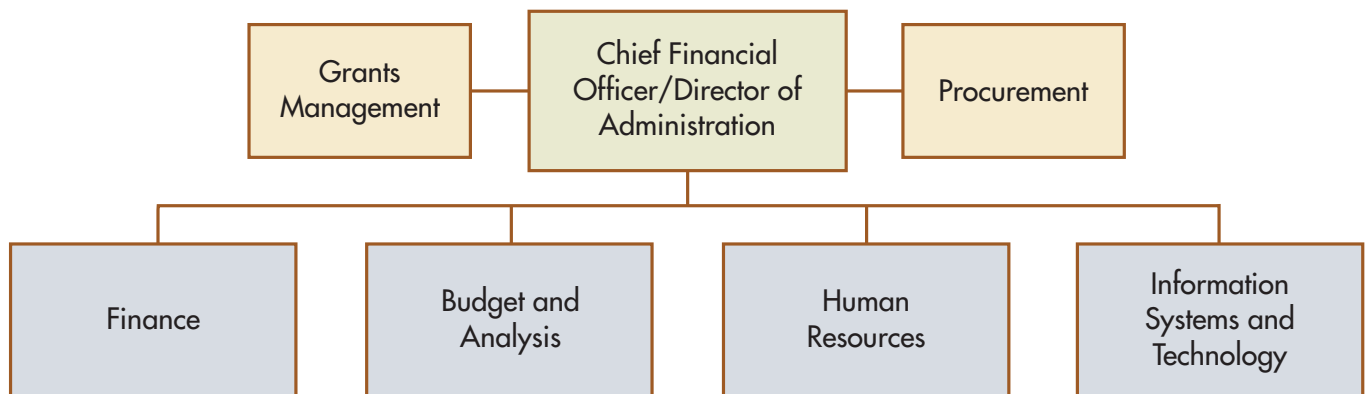
Department Mission Statement

Provide overall financial, human resources, information systems, and other administrative support of the District in support of the organization's mission and goals.

Core Functions

- Provide financial management, budgeting, and accounting services.
- Administer Human Resources Programs and coordinate employee relations activities.
- Manage the District's Information Technology and Geographic Information systems and services.
- Provide the District 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 application, award and compliance.
- Manage District procurement.

Organizational Chart



Monte Bello Open Space Preserve by Jack Gescheidt

Major Workplan Items for Fiscal Year FY2017-18

Capital Projects

- Work Order and Asset Management System
- Enterprise GIS Planning and Implementation
- Field Office Internet Upgrades

Operating Projects

- Iterative development of Sharepoint Document Management System
- Upgrade and/or migrate New World Systems (ERP)
- Update Trail Database for the website
- Integration of insurance requirements into New World SystemS
- GIS Web Development
- GIS Data Development
- GIS Mobile Data Collection
- Mobile IT training equipment
- Citation Management System
- Employee Leadership Academy
- Employee On-Boarding Program

Department Budget FY2017-18

Administrative Services Department Budget	FY2015-16 Actuals*	FY2016-17 Adopted Budget	FY2017-18 Proposed Annual Budget	\$ Change from FY2016-17 Adopted Budget	% Change from FY2016-17 Adopted Budget
Salaries and Benefits	\$5,264,084	\$3,564,339	\$3,820,578	\$256,239	7%
Services and Supplies	1,550,199	1,099,367	1,629,339	529,972	48%
Total Operating Expenditures	6,814,283	4,663,706	5,449,917	786,211	17%
General Fund Capital		526,700	500,000	(26,700)	-5%
Measure AA Capital		—	—	—	
Total Capital Expenditures	60,916	526,700	500,000	(26,700)	-5%
Total Administrative Services Expenditures	\$6,875,199	\$5,190,406	\$5,949,917	\$759,511	15%

Engineering and Construction Department

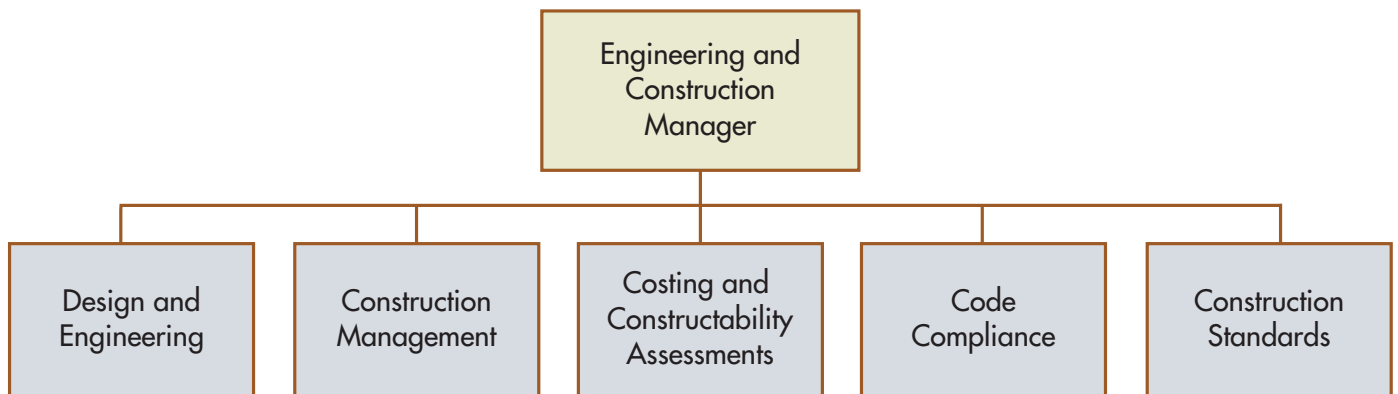
Department Mission Statement

Implement large scale capital projects to improve and maintain the District'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 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 constructibility assessments during the planning, scoping, and early design phase of capital projects.
- Stay abreast of current codes and construction regulations, and ensure the District's construction standards remain current.

Organizational Chart



El Corte de Madera Creek Open Space Preserve by Midpen Staff

Major Workplan Items for FY2017-18

Capital Projects

- MAA 2-2: Ravenswood Bay Trail Design and Implementation
- MAA 3-4: Harkins Bridge Replacement at Purisima Creek
- MAA 4-4: El Corte de Madera Oljon Trail Implementation
- MAA 7-7: La Honda Creek: Structure Demolitions
- MAA 7-9: La Honda Creek: Sears Ranch Interim Parking Area and Trail Connections
- MAA 17-2: Lysons Structures Demolition, Montebello
- MAA 17-4: Stevens Canyon Trail Bridges, Montebello
- MAA 21-3: Bear Creek Redwoods Water System
- MAA 21-5: Bear Creek Redwoods: Public Access, Phase I
- MAA 21-6: Bear Creek Redwoods: Alma College Site Rehabilitation Plan
- MAA 21-9: Bear Creek Redwoods: Webb Creek Bridge Replacement
- MAA 23-4: Mount Umunhum Summit Restoration, Parking and Landing Zone
- MAA 23-6: Mount Umunhum Road Design, Permitting and Implementation
- Farm Labor Housing: La Honda Creek
- La Honda Creek: Harrington Creek Vehicle Bridge Redecking
- Purisima Creek: Purisima Creek Vehicle Bridge Redecking
- Sierra Azul Meyer Residence Remodel & Upgrades
- Rancho San Antonio White Barn Rehabilitation Project
- Unoccupied Structures Disposition

Operating Projects

- None

Department Budget FY2017-18

Engineering and Construction Department Budget	FY2015-16 Actuals*	FY2016-17 Adopted Budget	FY2017-18 Proposed Annual Budget	\$ Change from FY2016-17 Adopted Budget	% Change from FY2016-17 Adopted Budget
Salaries and Benefits	N/A	\$661,344	\$1,009,602	\$348,258	53%
Less: MAA Reimbursable Staff Costs	N/A	(152,917)	(93,000)	59,917	-39%
Net Salaries and Benefits	N/A	508,427	916,602	408,175	80%
Services and Supplies	N/A	59,550	75,255	15,705	26%
Total Operating Expenditures (Fund 10)	N/A	567,977	991,857	423,880	75%
General Fund Capital	N/A	532,750	1,401,350	868,600	163%
Measure AA Capital	N/A	11,615,042	7,080,950	(4,534,092)	-39%
Total Capital Expenditures	N/A	12,147,792	8,482,300	(3,665,492)	-30%
Total Engineering and Construction Expenditures	N/A	\$12,715,769	\$9,474,157	(\$3,241,612)	-25%

Office of the General Counsel Department

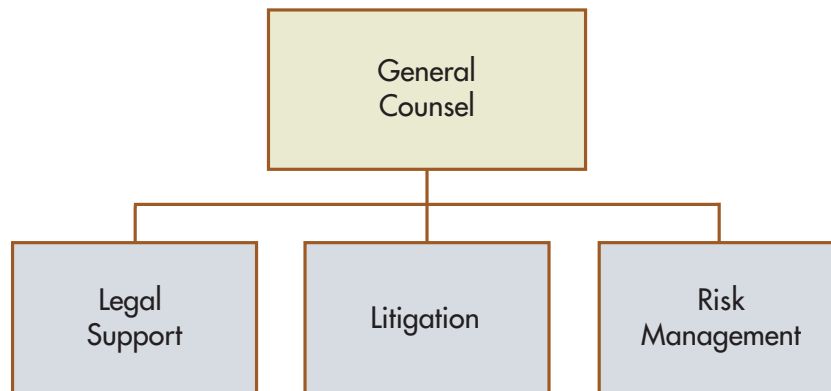
Department Mission Statement

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

Core Functions

- Provide legal review and advice to the District Board and staff.
- Represent the District in litigation and legal matters with outside agencies.
- Administer the District's risk management program.

Organizational Chart



Major Workplan Items for FY2017-18

Capital Projects

- None

Operating Projects

- Bear Creek Redwoods: Water Rights
- Integration of Insurance Requirements into New World Systems
- Mount Umunhum Road Access Rights

Department Budget FY2017-18

General Counsel Department Budget	FY2015-16 Actuals	FY2016-17 Adopted Budget	FY2017-18 Proposed Annual Budget	\$ Change from FY2016-17 Adopted Budget	% Change from FY2016-17 Adopted Budget
Salaries and Benefits	\$582,260	\$511,956	\$526,584	\$14,628	3%
Services and Supplies	33,113	61,115	61,305	190	0%
Total Operating Expenditures	615,373	573,071	587,889	14,818	3%
Total General Counsel Expenditures	\$615,373	\$573,071	\$587,889	\$14,818	3%



Fremont Older Open Space Preserve by Jennifer Mellone

Office of the General Manager Department

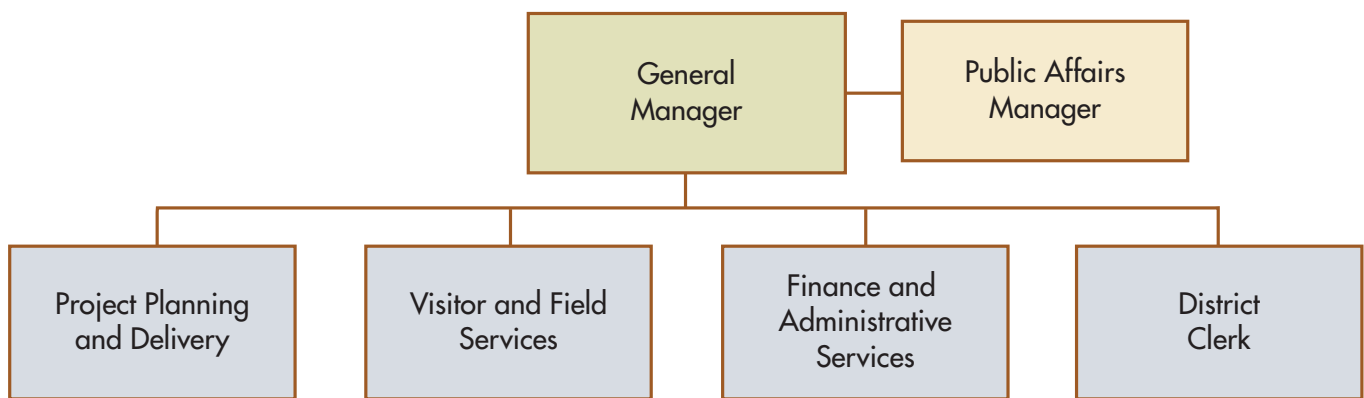
Department Mission Statement

Responsible for the overall operation of the District. Under policy direction from the Board of Directors, the General Manager carries out the District'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 District Departments to ensure effective, efficient, and financially-prudent project and service delivery for the public benefit.

Core Functions

- Provide leadership, oversight, and direction for District functions.
- Accomplish the goals and objectives set out in the Board of Directors Strategic Plan.
- Implement the District's Vision Plan Priority Actions.
- Ensure that the District'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 District elections and maintaining all official records.

Organizational Chart



Major Workplan Items for FY2017-18

Capital Projects

- None

Operating Projects

- Implement District Retention Schedule and best management practices for maintaining records
- Continue FOSM Implementation
- Interagency Coordination on Outside Partnership Projects, including work Santa Cruz Mountain Stewardship Network
- Districtwide Innovation Team
- Work with City of East Palo Alto staff to create Cooley Landing Park Business and Operating Plan
- San Mateo County Permit Streamlining
- Employee Code of Ethics Development
- Intergovernmental Affairs Strategy

Department Budget FY2017-18

General Manager Department Budget	FY2015-16 Actuals*	FY2016-17 Adopted Budget	FY2017-18 Proposed Annual Budget	\$ Change from FY2016-17 Adopted Budget	% Change from FY2016-17 Adopted Budget
Salaries and Benefits	\$1,491,826	\$1,500,452	\$1,699,231	\$198,779	13%
Services and Supplies	320,184	401,790	606,225	204,435	51%
Total Operating Expenditures	1,812,010	1,902,242	2,305,456	403,214	21%
Total General Manager Expenditures	\$1,812,010	\$1,902,242	\$2,305,456	\$403,214	21%



Rancho San Antonio Open Space Preserve by Charles Tu

Land and Facilities Services Department

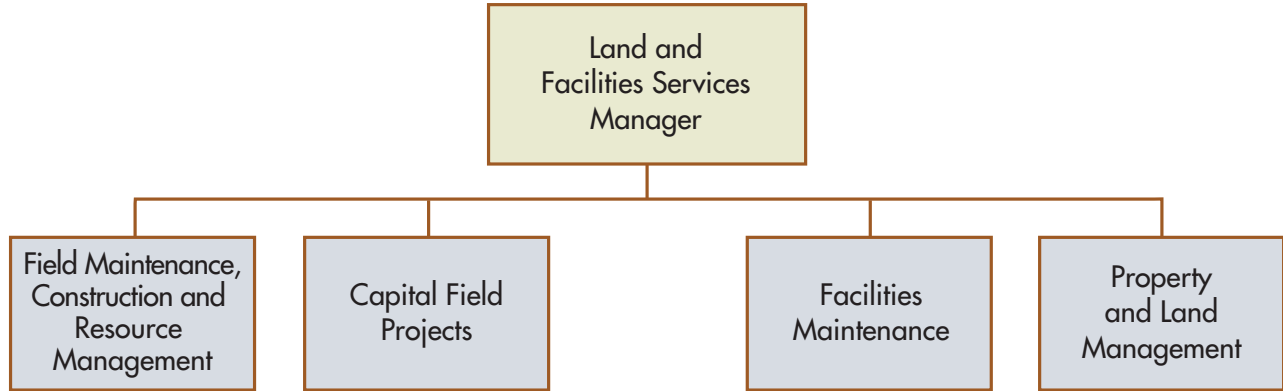
Department Mission Statement

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

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 District goals.
- Maintain District facilities to ensure safety, comfort and the public's enjoyment.
- Manage grazing, agricultural, and other facility leases to further District goals.
- Provide and maintain field and administrative facilities for staff use.
- Manage revenue-producing properties.

Organizational Chart



Sierra Azul Open Space Preserve by Midpen Staff

Major Workplan Items for FY2017-18

Capital Projects

- MAA 4-4: El Corte de Madera – Oljon Trail Implementation – Construct Oljon Trail
- MAA 7-9: La Honda Creek – Sears Ranch Parking Area and Trail Connections – Perform trail and road repairs and improvements and install preserve signage
- MAA 9-1: Russian Ridge – Grazing Infrastructure – Install fencing and water infrastructure to expand grazing pastures
- MAA 10-1: Coal Creek – Alpine Road Regional Trail – Coordinate with San Mateo County on their repairs
- MAA 17-4: Stevens Creek – Nature Trail Bridges, Monte Bello – Install two pedestrian bridges
- MAA 21-5: Bear Creek Redwoods – Public Access – Construct two trail segments to complete west side loop
- MAA 23-2: Mount Umunhum Summit – Trail Construction – Construct steps to summit to complete Mt. Umunhum Trail
- MAA 23-4: Mount Umunhum Summit – Restoration, Parking & Landing Zone – Install signage
- Unoccupied Structures Disposition – Disposition and demolition of El Sereno Preserve structure
- La Honda Creek – Point of Diversion 17 Water Line Replacement
- Los Trancos – Page Mill Eucalyptus Removal – Fire safety project
- Purisima Creek – Restroom Replacement
- Monte Bello – Black Mountain Comm Site Driveway Improvements
- Tunitas Creek – Toto Ranch Driveway Improvements
- Russian Ridge – Quam Residence Driveway Improvements – 20000 -20300 Skyline Blvd.
- Russian Ridge – 20000 Skyline Reconstruction (Bergman)
- 5755 Alpine – Monte Bello Preserve – Residential Window Replacement and Deck Safety

Operating Projects

- Bear Creek Redwoods – Request for proposals for lease of Bear Creek Stables
- Toto Ranch Grazing Lease, Ag License – Prepare new leases
- La Honda Creek – Harrington Creek Bridge Replace Bridge Superstructure
- Purisima Creek Redwoods – Bridge 1 – Replace Bridge Superstructure
- October Farm Grazing Lease – Prepare new grazing lease
- Skyline Christmas Tree Farm Lease – Prepare new lease
- Tunitas Creek Ranch Perimeter Fence – Contract construction of new livestock fence

Department Budget FY2017-18

Land and Facilities Department Budget	FY2015-16 Actuals*	FY2016-17 Adopted Budget	FY2017-18 Proposed Annual Budget	\$ Change from FY2016-17 Adopted Budget	% Change from FY2016-17 Adopted Budget
Salaries and Benefits	N/A	\$5,099,687	\$5,225,613	\$125,926	2%
Less: MAA Reimbursable Staff Costs	N/A	(657,176)	(976,033)	(318,857)	49%
Net Salaries and Benefits	N/A	4,442,511	4,249,580	(192,931)	-4%
Services and Supplies	N/A	3,194,561	3,479,213	284,652	9%
Total Operating Expenditures	N/A	7,687,372	7,728,793	91,721	1%
Hawthorns Services and Supplies	N/A	50,300	82,500	32,200	64%
Total Hawthorns Expenditures	N/A	50,300	82,500	32,200	64%
General Fund Capital	N/A	2,196,650	2,697,190	500,540	223%
Measure AA Capital	N/A	1,049,139	1,519,783	470,644	45%
Total Capital Expenditures	N/A	3,245,789	4,216,973	971,184	30%
Total Land and Facilities Expenditures	N/A	\$10,933,161	\$12,028,266	\$1,095,105	10%

Natural Resources Department

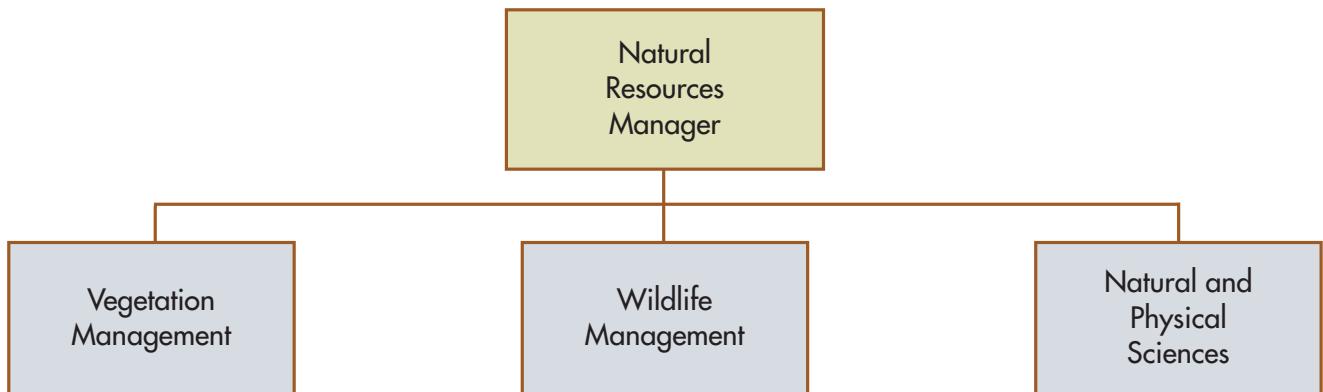
Department Mission Statement

Protect and restore the natural diversity and integrity of the District'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 District and regional natural resources.
- Steward District working landscapes to protect natural resource values and provide sustainable agricultural uses.

Organizational Chart



Pulling Slender False Brome by Midpen Staff

Major Workplan Items for FY2017-18

Capital Projects

- MAA 7-4: Endangered Wildlife Protection – Fisheries Enhancement, Event Center
- MAA 9-3: Russian Ridge: Mindego Pond Improvements
- MAA 20-1: South Bay Foothills: Wildlife Passage Improvements – Highway 17
- MAA 21-5: Bear Creek Redwoods: Public Access, Roads and Trails Upgrade, Alma College Western Pond Turtle Mitigation, Cultural Resource Evaluations
- MAA 21-7: Bear Creek Redwoods: Preserve Plan – Invasive Weed Treatment/Restoration Plan
- MAA 21-8: Bear Creek Redwoods: Ponds Restoration and Water Rights
- MAA 22-1: POST Henrys Creek Property Land Restoration
- MAA 23-4: Mount Umunhum Summit Area Restoration
- MAA 23-5: Mount Umunhum Guadalupe Creek Overlook and Bridges
- MAA 23-6: Mt. Umunhum Road Rehabilitation
- Mount Umunhum Radar Tower Second Assessment and Wildlife Exclusion

Operating Projects

- Endangered Species Programmatic Permitting
- Marbled Murrelet Recovery Planning
- Mindego Ranch Aquatic Species Enhancement Plan Implementation
- Predator/Livestock Predation Policy
- Prescribed Fire Program Development
- Restoration Forestry Demonstration Project
- Sudden Oak Death Monitoring and Research
- Guadalupe River Mercury Total Maximum Daily Load Coordinated Monitoring Program
- San Gregorio Creek and Purisima Creek Watersheds Adjudication Compliance
- El Corte de Madera Creek Watershed Protection Program Sediment Science
- Madonna Creek Agricultural Production Plan
- Archaeological Resource Survey, Assessment, and Curation
- Resource Management Grants Program
- Carbon Sequestration/Carbon Sequestration Analysis

Department Budget FY2017-18

Natural Resources Department Budget	FY2015-16 Actuals	FY2016-17 Adopted Budget	FY2017-18 Proposed Annual Budget	\$ Change from FY2016-17 Adopted Budget	% Change from FY2016-17 Adopted Budget
Salaries and Benefits	\$1,412,242	\$1,336,729	\$1,605,070	\$268,341	20%
Less: MAA Reimbursable Staff Costs	—	(193,837)	(200,923)	(7,086)	4%
Net Salaries and Benefits	1,412,242	1,142,892	1,404,147	261,255	23%
Services and Supplies	567,047	1,148,720	1,532,038	383,318	33%
Total Operating Expenditures	1,979,289	2,291,612	2,936,185	644,573	28%
General Fund Capital	—	120,000	48,000	(72,000)	-60%
Measure AA Capital	—	1,053,417	1,471,423	418,006	40%
Total Capital Expenditures	1,120,290	1,173,417	1,519,523	346,106	29%
Total Natural Resources Expenditures	\$3,099,579	\$3,465,029	\$4,455,508	\$990,579	29%

Planning Department

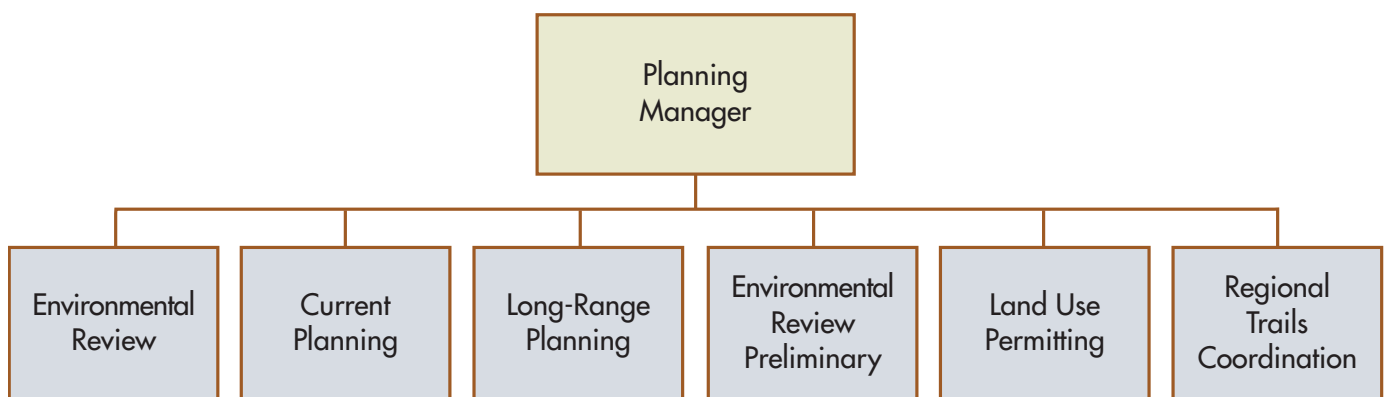
Department Mission Statement

Respecting the natural diversity and integrity of the District’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 the District’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 the District’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.
- 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 and new funding sources to further Midpen’s mission, Vision Plan, Strategic Plan goals, and leverage Measure AA funding.
- Participate in 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.

Organizational Chart



Major Workplan Items for FY2017-18

Capital Projects

- MAA 2-1: Ravenswood: Cooley Landing Interpretive Facilities Design and Implementation
- MAA 2-2: Ravenswood: Ravenswood Bay Trail Design and Implementation
- MAA 5-5: La Honda Creek: Red Barn Parking Area and Trail Connections
- MAA 05-XXX: La Hond Creek Phase II Trail Connections
- MAA 7-9: La Honda Creek: Sears Ranch Parking Area and Trail Connections
- MAA 11-2: Rancho San Antonio Deer Hollow Farm White Barn Rehabilitation
- MAA 18-2: Saratoga-to-Sea Trail Connection
- MAA 21-4: Bear Creek Stables Site Plan Implementation
- MAA 21-5: Bear Creek Redwoods: Alma College Parking Area and Pedestrian Crossing
- MAA 21-6: Bear Creek Redwoods: Alma College Clean-up and Stabilization
- MAA 22-1: POST Hendrys Creek Property Land Restoration
- Bay Area Ridge Trail: Highway 17 Crossing
- Hawthorns Historic Complex Partnership
- Hawthorns Historic Complex Public Access Site Plan
- Purisima Uplands Public Access Site Plan
- La Honda Creek White Barn Historic and Structural Assessment
- La Honda Creek Phase II Trail Connections
- New Administrative Office Facility
- New South Area Office Facility Improvements

Operating Projects

- Accessibility Plan Update
- Rancho San Antonio Non-motorized Mobility, Transit Connections and Parking Alternatives
- Sphere of Influence Annexation Review
- Vision Plan Review and Update to Five-Year MAA Project List

Department Budget FY2017-18

Planning Department Budget	FY2015-16 Actuals	FY2016-17 Adopted Budget	FY2017-18 Proposed Annual Budget	\$ Change from FY2016-17 Adopted Budget	% Change from FY2016-17 Adopted Budget
Salaries and Benefits	\$1,800,752	\$1,352,252	\$1,434,535	\$82,283	6%
Less: MAA Reimbursable Staff Costs	—	(33,752)	(19,300)	14,452	-43%
Net Salaries and Benefits	1,800,752	1,318,500	1,415,235	96,735	7%
Services and Supplies	343,276	617,870	356,716	(261,154)	-42%
Total Operating Expenditures	2,144,028	2,019,120	1,771,951	(164,419)	-8%
Hawthorns Services and Supplies (Fund 20)	2,258	82,750	84,000	—	99%
Total Hawthorns Expenditures	2,258	82,750	84,000	—	99%
General Fund Capital	—	240,200	1,022,000	781,000	325%
Measure AA Capital	—	1,348,852	2,441,489	1,092,637	81%
Total Capital Expenditures	2,959,008	1,589,052	3,463,489	1,874,437	118%
Total Planning Expenditures	\$5,103,036	\$3,608,172	\$5,319,440	\$1,710,018	47%

Public Affairs Department

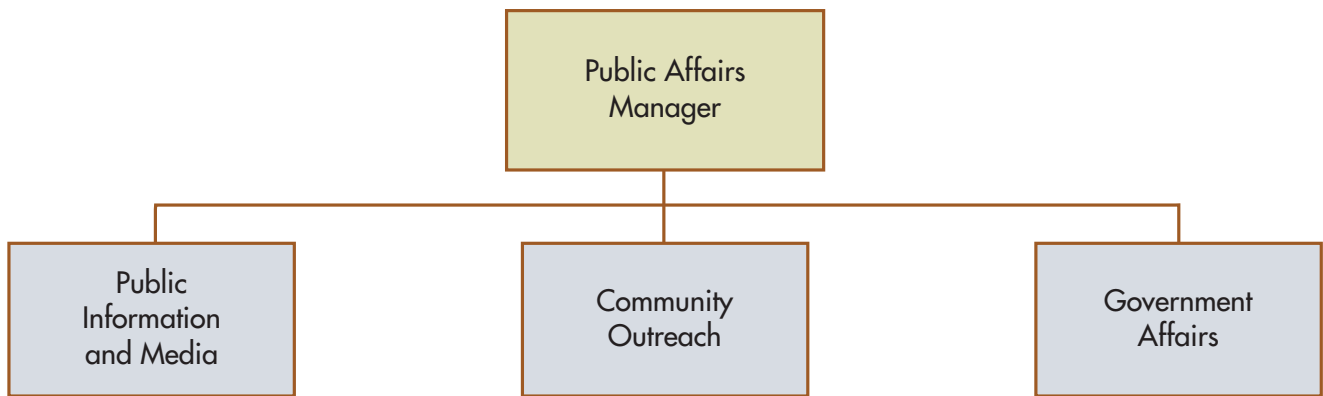
Department Mission Statement

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

Core Functions

- Maximize public awareness and understanding of the District and its activities.
- Engage the public through programs that educate and involve the community and expand the District's capacity to reach diverse audiences.
- Collect and evaluate constituent feedback and recommend action.
- Review and recommend legislation that affects and/or benefits the District's ability to carry out its mission.

Organizational Chart



Bald Mountain Parking Area Groundbreaking, Sierra Azul e Open Space Preserve by Jack Gescheidt

Major Workplan Items for FY2017-18

Capital Projects

- None

Operating Projects

- Mount Umunhum – Grand Opening Events
- Mount Umunhum – Self-Guided Summit Audio Tour
- La Honda Creek OSP – Project Support and Communications
 - White Barn
 - Red Barn
- La Honda Creek OSP – Groundbreaking Event
- La Honda Creek OSP – Grand Opening Event
- Bear Creek Redwoods OSP – Project Support and Communications
 - Alma College
 - Bear Creek Stables
- Highway 17 – Project Support and Communications
 - Ridge Trail
 - Wildlife Crossings
- Latino Outdoors Program and Partnership
- Youth Outreach Program
- Preserve Use Study
- Climate Change and Sustainability Education Campaign
- San Mateo County Coastal Outreach Plan
- New Admin Office Construction – Project Communications
- Bench Policy and Memorial Options
- Public Affairs Strategic Plan

Department Budget FY2017-18

Public Affairs Department Budget	FY2015-16 Actuals	FY2016-17 Adopted Budget	FY2017-18 Proposed Annual Budget	\$ Change from FY2016-17 Adopted Budget	% Change from FY2016-17 Adopted Budget
Salaries and Benefits	\$1,490,580	\$969,616	\$1,058,197	\$88,581	9%
Services and Supplies	735,539	793,650	1,131,796	338,146	43%
Total Operating Expenditures	2,226,119	1,763,266	2,189,993	426,727	24%
Total Public Affairs Expenditures	\$2,226,119	\$1,763,266	\$2,189,993	\$426,727	24%

Real Property Department

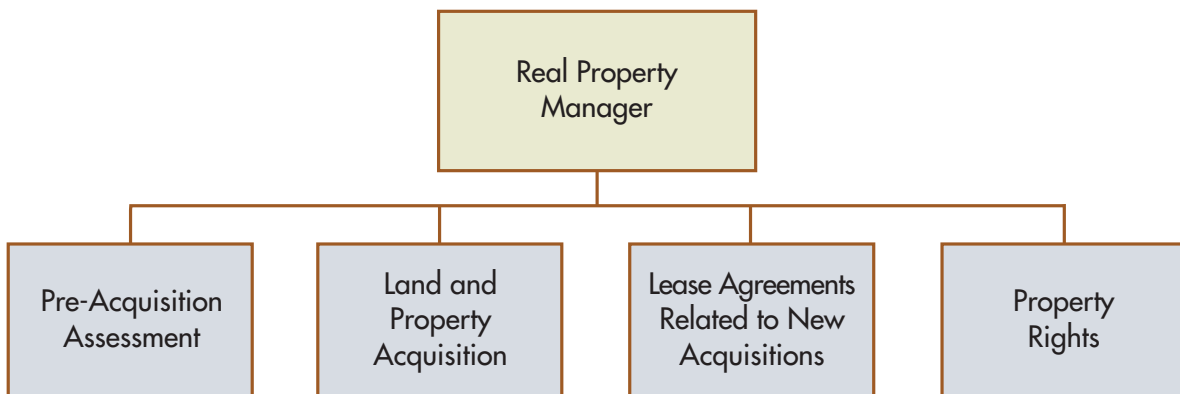
Department Mission Statement

Purchase or otherwise acquire interest in strategic open space land; connect District open space lands with federal, state, county, city, and other protected open space lands, parklands, 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 District public open space property rights and interests (including fee and easement interests).
- Develop and strengthen neighbor, conservation partner and agency relationships to facilitate land protection goals and conservations partnerships.

Organizational Chart



Long Ridge Open Space Preserve by Charles Tu

Major Workplan Items for FY2017-18

Capital Projects

- MAA 1-3: Miramontes Ridge: Land Conservation
- MAA 2-2: Ravenswood Bay Trail Easement and CEQA
- MAA 3-1: Purisima Uplands Lot Line Adjustment/Property Transfer
- MAA 3-2: Purisima Uplands Site Cleanup and Soil Remediation Assessment
- MAA 3: Protection of Lobitos Creek Watershed
- MAA 5: Trail Connections La Honda Red Barn Area
- MAA 13: Scope Cloverdale Ranch Potential Future Purchase
- MAA 15: Pursue Land Purchase Opportunities Long Ridge
- MAA 18,19,20,21,22,23 & 25: Watershed Protection Opportunities, Sierra Azul, El Sereno, Saratoga
- MAA 20: El Sereno: Bay Area Ridge Trail: Highway 17
- MAA 24: Sierra Azul: Rancho de Guadalupe Land Conservation
- MAA 25 Sierra Azul: Loma Prieta Land Conservation
- Cal Water Exchange, El Corte de Madera & Teague Hill
- Lower San Gregorio Creek Watershed Land Conservation
- Sierra Azul: Mount Umunhum Public Access and Property Rights
- Pursue New Land Conservation Opportunities

Operating Projects

- Encroachment Resolution (Gullicksen), Saratoga Gap
- Encroachment Resolution (Kennedy Trail), Sierra Azul
- Resolve Access Rights at (Madonna Creek Ranch Area), Miramontes Ridge
- Encroachment Resolution (Stevens Canyon Ranch Area), Saratoga Gap

Department Budget FY2017-18

Real Property Department Budget	FY2015-16 Actuals*	FY2016-17 Adopted Budget	FY2017-18 Proposed Annual Budget	\$ Change from FY2016-17 Adopted Budget	% Change from FY2016-17 Adopted Budget
Salaries and Benefits	\$1,206,245	\$626,896	\$759,564	\$132,668	21%
Less: MAA Reimbursable Staff Costs	—	—	—	—	0
Net Salaries and Benefits	\$1,206,245	\$626,896	\$759,564	\$132,668	21%
Services and Supplies	492,402	155,870	155,545	(325)	0
Total Operating Expenditures	1,698,647	782,766	915,109	132,343	17%
Hawthorns Services and Supplies	24,393	N/A	N/A	N/A	N/A
Hawthorns Capital	196,405	N/A	N/A	N/A	N/A
Total Hawthorns (Fund 20)	220,798	N/A	N/A	N/A	N/A
General Fund Land and Associated Costs	—	399,750	864,500	464,750	116%
Measure AA Land and Associated Costs	—	608,350	124,000	(484,350)	-80%
Land and Associated Costs	13,776,241	1,008,100	988,500	(19,600)	-2%
Total Real Property Expenditures	\$15,474,888	\$1,790,866	\$1,903,609	\$112,743	6%

Visitor Services Department

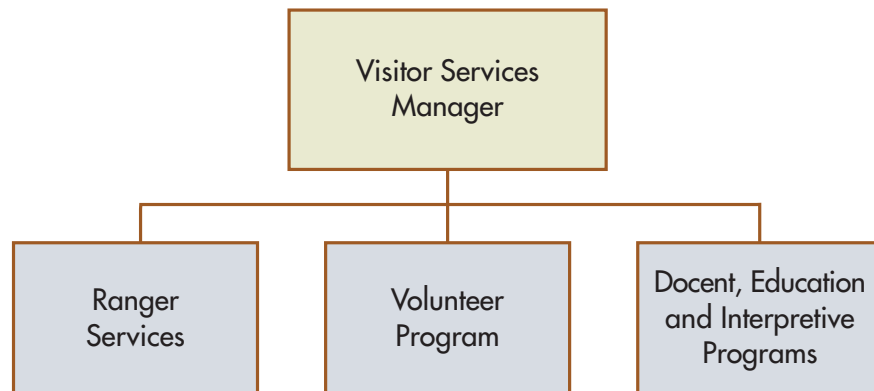
Department Mission Statement

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 enforcement of District rules and regulations, fire protection, emergency medical response.
- Provide frontline public contact and services on District lands.
- Manage the Docent, Environmental Education, and Volunteer programs.
- Foster neighbor, partner, and public safety agency relationships and engage in collaborative efforts to further District goals.

Organizational Chart



Ravenswood Open Space Preserve by John Green

Major Workplan Items for FY2017-18

Capital Projects

- None

Operating Projects

- Host the Annual Volunteer Recognition Event
- Provide increased District stewardship opportunities by increasing the partnerships with local volunteer-based organizations
- Manage and provide the 2018 spring Trail Patrol training
- Review and update the Spaces and Species curriculum to conform to Next Generation Science Standards
- Provide enhanced training for docents in cooperation with National Park Service through California Naturalist certification
- Conduct Outdoor Activity Docent biennial training
- Continue visitor use level measurement project and develop analysis tools
- Develop evacuation plans for La Honda and Rancho San Antonio preserves
- Develop a Wildland Fire Response Plan for La Honda preserve
- Develop an online camping reservation system, and review the permit fee structure

Department Budget FY2017-18

Visitor Services Department Budget	FY2015-16 Actuals	FY2016-17 Adopted Budget	FY2017-18 Proposed Annual Budget	\$ Change from FY2016-17 Adopted Budget	% Change from FY2016-17 Adopted Budget
Salaries and Benefits	N/A	\$4,588,744	\$4,877,314	\$288,570	6%
Services and Supplies	N/A	502,475	589,949	87,474	17%
Total Operating Expenditures	N/A	5,091,219	5,467,263	376,044	7%
Total Visitors Services Expenditures	N/A	\$5,091,219	\$5,467,263	\$376,044	7%

GLOSSARY

TERM	DESCRIPTION
Action Plan	The work plan that includes all of the projects and key initiatives that the District pursue.
Budget	The plan of expenditures and revenues for a specific period of time.
Capital Budget	Expenditures that are used to improve the infrastructure and assets of the District.
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.
Fiscal Year (FY)	Denotes the budget year as July 1 to June 30 (12-month cycle) for accounting purposes in opening and closing financial records.
FOSM	Financial and Organizational Sustainability Model is a comprehensive report that provides the District with recommendation on strengthening organizational capacity to fulfill the its mission of land preservation, natural resource protection, and public access and education.
Funds	Different revenue sources used for specific purposed dependent on the type of District activity.
Full-Time Equivalent (FTE)	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.
GASB 54	Accounting guidelines issued by the Governmental Accounting Standards Board (GASB) on fund balance reporting and classification of Governmental Funds.
General Fund	The main governmental operating fund for the District. 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.
Hawthorn Endowment	This fund may only be used for expenses required to maintenance the property. Expenditures can be both operating and capital.
Measure AA	Voters approved general obligation bond to be used on improvement projects that meet specific criteria as outlined in the 25 Project Portfolios outline in the bond measure.
Operating Budget	This budget plans for projects costs for Salaries and Benefits, and Services and Supplies.
OPEB	Other Post Employment Benefits.
CalPERS	The California Public Employee Retirement System.
Projected	The projected amount of expenditures and/or revenues for the District, before the account books have been closed for the fiscal year, and a finance 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.
Revenue	The amount of funds received by the District from taxes, fees, rental income, interest, intergovernmental sources, and other sources during the fiscal year.



Rancho San Antonio Open Space Preserve by Livi Velazquez

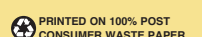


Russian Ridge Open Space Preserve by Jim Pravetz



Midpeninsula Regional Open Space District

330 Distel Circle
Los Altos, California 94022-1404
Phone: 650-691-1200 • Fax: 650-691-0485
E-mail: info@openspace.org
Website: www.openspace.org



RESOLUTION NO. 17-__

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
APPROVING POSITION CLASSIFICATION AND COMPENSATION PLAN

The Board of Directors of the Midpeninsula Regional Open Space District does resolve as follows:

SECTION ONE. Approve the Position Classification and Compensation Plan as set forth in Exhibit A attached hereto.

* * * * *

PASSED AND ADOPTED by the Board of Directors of the Midpeninsula Regional Open Space District on ____, 2017, at a Regular Meeting thereof, by the following vote:

- AYES:**
- NOES:**
- ABSTAIN:**
- ABSENT:**

ATTEST:

APPROVED:

Secretary
Board of Directors

President
Board of Directors

APPROVED AS TO FORM:

General Counsel

I, the District Clerk of the Midpeninsula Regional Open Space District, hereby certify that the above is a true and correct copy of a resolution duly adopted by the Board of Directors of the Midpeninsula Regional Open Space District by the above vote at a meeting thereof duly held and called on the above day.

District Clerk

Midpeninsula Regional Open Space District - CLASSIFICATION & COMPENSATION PLAN

Fiscal Year 2017/2018 - Effective 07/01/2017 (Pay Period 17-14)

Last revised: 5/10/17, 4/12/2017, 2/22/2017, 10/26/16, 8/29/16, 7/01/16, 4/28/2016, 4/14/16, 2/11/16, 1/14/16

Classification Title	Step Range #	Hourly Range \$		Monthly Range \$		Annual Range \$		Full/PT Time
		Minimum	Maximum	Minimum	Maximum	Minimum	Maximum	
Seasonal Open Space Technician	6	20.1000	25.0962	3,484	4,350	41,808	52,200	PT
Seasonal Ranger Aide	6	20.1000	25.0962	3,484	4,350	41,808	52,200	PT
Seasonal Ranger	16	25.6558	32.0308	4,447	5,552	53,364	66,624	PT
Farm Maintenance Worker	19	27.6000	34.4712	4,784	5,975	57,408	71,700	FT
Open Space Technician*	19	27.6000	34.4712	4,784	5,975	57,408	71,700	FT
Administrative Assistant	20	28.2865	35.3077	4,903	6,120	58,836	73,440	FT
Accounting Technician	22	29.6885	37.0731	5,146	6,426	61,752	77,112	FT
Human Resources Technician	22	29.6885	37.0731	5,146	6,426	61,752	77,112	FT
Information Technology Technician I	22	29.6885	37.0731	5,146	6,426	61,752	77,112	FT
GIS Technician	23	30.4385	38.0077	5,276	6,588	63,312	79,056	FT
Lead Open Space Technician*	23	30.4385	38.0077	5,276	6,588	63,312	79,056	FT
Volunteer Program Lead	23	30.4385	38.0077	5,276	6,588	63,312	79,056	FT
Risk Management Coordinator	24	31.1712	38.9365	5,403	6,749	64,836	80,988	FT
Senior Administrative Assistant	24	31.1712	38.9365	5,403	6,749	64,836	80,988	FT
Public Affairs Program Coordinator	25	31.9558	39.9058	5,539	6,917	66,468	83,004	FT
Ranger	25	31.9558	39.9058	5,539	6,917	66,468	83,004	FT
Senior Finance & Accounting Technician	26	32.7288	40.8750	5,673	7,085	68,076	85,020	FT
Equipment Mechanic/Operator	27	33.5481	41.9019	5,815	7,263	69,780	87,156	FT
Executive Assistant	27	33.5481	41.9019	5,815	7,263	69,780	87,156	FT
Information Technology Technician II	27	33.5481	41.9019	5,815	7,263	69,780	87,156	FT
Lead Ranger	27	33.5481	41.9019	5,815	7,263	69,780	87,156	FT
Public Affairs Specialist I	27	33.5481	41.9019	5,815	7,263	69,780	87,156	FT
Property Management Specialist I	28	34.3731	42.9173	5,958	7,439	71,496	89,268	FT
Real Property Specialist I	28	34.3731	42.9173	5,958	7,439	71,496	89,268	FT
Executive Assistant/Deputy District Clerk	29	35.2327	43.9904	6,107	7,625	73,284	91,500	FT
Planner I	29	35.2327	43.9904	6,107	7,625	73,284	91,500	FT
Data Analyst I	30	36.0923	45.0692	6,256	7,812	75,072	93,744	FT
Docent Program Manager	30	36.0923	45.0692	6,256	7,812	75,072	93,744	FT
Resource Management Specialist I	30	36.0923	45.0692	6,256	7,812	75,072	93,744	FT
Volunteer Program Manager	30	36.0923	45.0692	6,256	7,812	75,072	93,744	FT
Accountant	31	36.9923	46.1885	6,412	8,006	76,944	96,072	FT
Capital Project Manager II	31	36.9923	46.1885	6,412	8,006	76,944	96,072	FT
Planner II	31	36.9923	46.1885	6,412	8,006	76,944	96,072	FT
Management Analyst I	31	36.9923	46.1885	6,412	8,006	76,944	96,072	FT
Data Analyst II	34	39.7846	49.6904	6,896	8,613	82,752	103,356	FT
Resource Management Specialist II	34	39.7846	49.6904	6,896	8,613	82,752	103,356	FT
Grants Specialist	35	40.7769	50.9250	7,068	8,827	84,816	105,924	FT
Maintenance, Construction & Resource Supv.	35	40.7769	50.9250	7,068	8,827	84,816	105,924	FT
Management Analyst II	35	40.7769	50.9250	7,068	8,827	84,816	105,924	FT
Procurement & Contracting Agent/Specialist	35	40.7769	50.9250	7,068	8,827	84,816	105,924	FT
Property Management Specialist II	35	40.7769	50.9250	7,068	8,827	84,816	105,924	FT
Real Property Specialist II	35	40.7769	50.9250	7,068	8,827	84,816	105,924	FT
Supervising Ranger	35	40.7769	50.9250	7,068	8,827	84,816	105,924	FT
Training & Safety Specialist	35	40.7769	50.9250	7,068	8,827	84,816	105,924	FT

Applications Engineer	36	41.7808	52.1712	7,242	9,043	86,904	108,516	FT
Public Affairs Specialist II	36	41.7808	52.1712	7,242	9,043	86,904	108,516	FT
Data Administrator	38	43.8635	54.7904	7,603	9,497	91,236	113,964	FT
Governmental Affairs Specialist	38	43.8635	54.7904	7,603	9,497	91,236	113,964	FT
Senior Technologist	38	43.8635	54.7904	7,603	9,497	91,236	113,964	FT
Facilities Maintenance Supervisor	39	44.9596	56.1404	7,793	9,731	93,516	116,772	FT
Capital Projects Field Manager	39	44.9596	56.1404	7,793	9,731	93,516	116,772	FT
Capital Project Manager III	39	44.9596	56.1404	7,793	9,731	93,516	116,772	FT
Planner III	39	44.9596	56.1404	7,793	9,731	93,516	116,772	FT
Public Affairs Specialist III	39	44.9596	56.1404	7,793	9,731	93,516	116,772	FT
Resource Management Specialist III	39	44.9596	56.1404	7,793	9,731	93,516	116,772	FT
Senior Property Management Specialist	40	46.0615	57.5192	7,984	9,970	95,808	119,640	FT
Senior Real Property Specialist	40	46.0615	57.5192	7,984	9,970	95,808	119,640	FT
Special Projects Manager	40	46.0615	57.5192	7,984	9,970	95,808	119,640	FT
Senior Accountant	41	47.2038	58.9615	8,182	10,220	98,184	122,640	FT
Senior Management Analyst	41	47.2038	58.9615	8,182	10,220	98,184	122,640	FT
Area Manager	43	49.5692	61.9096	8,592	10,731	103,104	128,772	FT
Area Superintendent	43	49.5692	61.9096	8,592	10,731	103,104	128,772	FT
District Clerk/Assistant to General Manager	43	49.5692	61.9096	8,592	10,731	103,104	128,772	FT
GIS Program Administrator	43	49.5692	61.9096	8,592	10,731	103,104	128,772	FT
Information Technology Program Administrator	43	49.5692	61.9096	8,592	10,731	103,104	128,772	FT
Human Resources Supervisor	43	49.5692	61.9096	8,592	10,731	103,104	128,772	FT
Senior Capital Project Manager	43	49.5692	61.9096	8,592	10,731	103,104	128,772	FT
Senior Planner	43	49.5692	61.9096	8,592	10,731	103,104	128,772	FT
Senior Resource Management Specialist	43	49.5692	61.9096	8,592	10,731	103,104	128,772	FT
Budget & Analysis Manager	48	55.9846	69.9173	9,704	12,119	116,448	145,428	FT
Finance Manager	48	55.9846	69.9173	9,704	12,119	116,448	145,428	FT
Human Resources Manager	48	55.9846	69.9173	9,704	12,119	116,448	145,428	FT
Information Systems & Technology Manager	48	55.9846	69.9173	9,704	12,119	116,448	145,428	FT
Engineering & Construction Manager	51	60.2481	75.2481	10,443	13,043	125,316	156,516	FT
Land & Facilities Services Manager	51	60.2481	75.2481	10,443	13,043	125,316	156,516	FT
Natural Resources Manager	51	60.2481	75.2481	10,443	13,043	125,316	156,516	FT
Operations Manager	51	60.2481	75.2481	10,443	13,043	125,316	156,516	FT
Planning Manager	51	60.2481	75.2481	10,443	13,043	125,316	156,516	FT
Public Affairs Manager	51	60.2481	75.2481	10,443	13,043	125,316	156,516	FT
Real Property Manager	51	60.2481	75.2481	10,443	13,043	125,316	156,516	FT
Visitor Services Manager	51	60.2481	75.2481	10,443	13,043	125,316	156,516	FT
Assistant General Counsel I	53	63.2596	79.0096	10,965	13,695	131,580	164,340	FT
Assistant General Counsel II	55	66.4269	82.9615	11,514	14,380	138,168	172,560	FT
Assistant General Manager	59	73.2404	91.4654	12,695	15,854	152,340	190,248	FT
Chief Financial Officer/Director Administrative Services	59	73.2404	91.4654	12,695	15,854	152,340	190,248	FT

* OST will receive an additional 1% stipend for Class A or B license; Lead OST 1% for Class A.

Board Appointee Group Compensation	Hourly	Monthly	Annual	Effective	Last Revised
General Manager	\$119.0385	\$20,633	\$247,600	7/1/2016	10/26/2016
Controller - Part-time position	\$82.5000	\$3,575	\$42,900	11/1/2016	10/26/2016
General Counsel	\$107.0962	\$18,563	\$222,760	7/1/2016	10/26/2016
Elected Officials Compensation	Per Meeting	Monthly Maximum	Effective Date		
Board Director	\$100.00	\$500.00	1/1/2006		