



Midpeninsula Regional
Open Space District

R-20-114
Meeting 20-28
December 7, 2020

AGENDA ITEM 1

AGENDA ITEM

Progress Update on the Fiscal Year 2020-21 Capital Improvement and Action Plan

GENERAL MANAGER'S RECOMMENDATIONS

Receive a progress update report on the Fiscal Year 2020-21 Capital Improvement and Action Plan. No Board action is required.

SUMMARY

Each year, the Board of Directors (Board) holds two retreats as part of the annual budget process. For the current budget development cycle, these retreats are scheduled on Monday, December 7, 2020 and Tuesday, March 4, 2021. As part of this meeting, Retreat Meeting 1, the Board will receive a progress update report on the current Fiscal Year 2020-21 (FY21) Capital Improvement and Action Plan (CIAP), including information on the number of projects that remain on track and projects that have been disrupted by the pandemic.

DISCUSSION

The CIAP forms the fiscal year work program for the Midpeninsula Regional Open Space District (District). The CIAP includes the projects and key initiatives that the organization will pursue and for which staff and financial resources have been dedicated. The CIAP is prepared annually.

The FY21 CIAP was approved by the Board on June 24, 2020. The CIAP encompasses major projects and activities with budgets of \$50,000 or more. A total of 74 projects comprise the FY21 CIAP (refer to page 46, Section III of the [FY21 Budget and Action Plan](#)). Note - the larger Budget and Action Plan also includes 29 Operating projects and activities that fall below the CIAP monetary threshold and are therefore not covered in this report.

Over the first five (5) months of FY21, July through November 2020, progress has been made towards delivering on the CIAP. However, the pandemic and its associated restrictions, and other unanticipated factors like wildfire response, has affected the delivery of certain projects and caused delays. Most projects that have experienced some type of delay are still expected to be largely completed as scoped by June 30, 2021, except with more of the work completed further out into the year than originally planned. Of the 74 CIAP projects, 53 or 72% are tracking well with scopes projected to be completed by the end of FY21. Another 11 projects are tracking moderately well with at least 75% of the scopes projected to be completed by the end of FY21. Together, these numbers (53 + 11) comprise 86% of the CIAP projects.

The remaining 10 projects described below are projected to experience more significant delays that will require large portions of the work (more than 25%) to be carried over into FY22. These 10 projects are highlighted below to help forecast what may likely need to be programmed into FY23.

Program	# of CIAP Projects	Expect >25% of FY21 Scope to Carry Over into FY22	
		# of Projects	% of Total CIAP
Land Acquisition and Preservation	13	3	23%
Natural Resource Protection and Restoration	20	4	20%
Public Access, Education and Outreach	23	3	13%
Assets and Organizational Support	18	0	0%
Total	74	10	14%

Below are the details and descriptions of the most affected CIAP projects:

Land Acquisition and Preservation

1. *Upper San Gregorio Land Conservation (VP08-001)*

The District originally planned to complete negotiations for alternative access with the neighboring private property owner in FY21. Site clearing for the necessary survey work must be completed in summer/fall to avoid the bird nesting season. COVID delayed the survey work and in-person meetings with the neighboring property owner. The project will need to be extended into FY22.

2. *Cloverdale Ranch Land Opportunity (VP13-001)*

This is a multi-year project. A State budget allocation request for \$8 million was deferred indefinitely due to COVID impacts to the State budget. COVID restrictions are also delaying botanical studies to spring 2022. Community engagement and public outreach efforts were delayed by four months and an additional delay resulted from the CZU fire, which heavily impacted the Pescadero community.

3. *Lower San Gregorio Creek Watershed Land Conservation (VP39-01)*

This project involves working with Peninsula Open Space Trust (POST) to prepare a conservation easement for San Gregorio Farm that protects agriculture and the San Gregorio Creek corridor. As part this effort, monitoring of the riparian corridor could be assignable to the District with the ability to provide future creek habitat and floodplain restoration. The Natural Resources Conservation Services (NRCS) grant and conservation easement application POST has been pursuing was delayed one year until the Spring of 2021 due in part to COVID.

Natural Resource Protection and Restoration

4. *Purisima Upland Site Clean-up and Soil Remediation Assessment (MAA003-002)*

A rare plant survey slated for spring 2020 was delayed to August/September due to COVID restrictions. This survey resulted in a late and unanticipated discovery of rare plants on site. This discovery along with a need for additional well decommissioning information to properly bid the work has extended the project into FY22 and FY23.

5. *Lone Madrone Ranch Fence Installation (MAA05-011)*
Work is contingent on achieving an agreement with the neighbor for access since a portion of the fence is proposed to be installed on adjacent private property. Although there has been substantial progress on arriving at an agreement with the neighbor, a final agreement is still pending.
6. *Mindego Ranch South Pasture (MAA09-006)*
Delays due to fires and tenant availability to install the south pasture infrastructure will likely extend a significant portion of the project into FY22.
7. *Bear Creek Redwoods Landfill Characterization and Remediation (MAA21-010)*
Delays due to multiple factors: COVID-related workload challenges, COVID-related delay in filling the Water Specialist vacancy, and redirection of the prior project manager to focus on the Lehigh Reclamation Plan Amendment.

Public Access, Education and Outreach

8. *Bear Creek Stables Site Plan Implementation (MAA21-004)*
Originally targeted permitting phase to be completed in Q3 FY20. COVID required the County to redirect permitting staff to Disaster Service Work and other priorities, postponing meetings and permit processing. The project is now also experiencing other permitting delays related to County review of allowable repairs under the current legal non-conforming status.
9. *Hawthorns Public Access Site Plan and CEQA (MAA06-002)*
Board briefings and site tours to discuss site opportunities and constraints, and seek preliminary input on the public and stakeholder engagement approach were delayed due to shelter-in-place orders.
10. *Beatty Parking Area and Trail Connections (MAA22-004)*
Originally planned to complete CEQA and finalized schematic design in FY21. Project placed on hold due to discovery of newt mortality on Alma Bridge Road. Plans for a future parking lot (either seasonal permit lot or permanent lot) will be informed by the findings of newt studies that are now underway. In January 2021, the full Board will be considering the Planning and Natural Resources Committee's recommendation to defer further work on the Beatty Parking Area and Trail Connections Project until the newt study is complete.

FISCAL IMPACT

Review of FY21 CIAP progress has no immediate fiscal impact. This information, along with feedback received from the Board will inform the development of the FY22 Budget and CIAP.

BOARD COMMITTEE REVIEW

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

PUBLIC NOTICE

Public notice was provided as required by the Brown Act.

CEQA COMPLIANCE

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

NEXT STEPS

On March 4, 2021, the Board will confirm the District-wide priorities for the upcoming fiscal year. The outcomes of the December 7, 2020 and March 4, 2021 Board retreat meetings will guide the development of the FY22 Budget and Action Plan.

Responsible Department Head:

Ana Ruiz, General Manager

Prepared by:

Mike Bower, Budget & Analysis Manager

Stefan Jaskulak, Chief Financial Officer

Brian Malone, Assistant General Manager

Susanna Chan, Assistant General Manager

Ana Ruiz, General Manager

Staff Contact:

Ana Ruiz, General Manager