



Midpeninsula Regional  
Open Space District

R-21-33  
Meeting 21-08  
March 4, 2021

## AGENDA ITEM 1

### AGENDA ITEM

Fiscal Year 2021-22 and Fiscal Year 2022-23 Capital Improvement and Action Plan Review

### GENERAL MANAGER'S RECOMMENDATIONS

1. Review and affirm or amend the proposed Fiscal Year 2021-22 (FY22) and Fiscal Year 2022-23 (FY23) Capital Improvement and Action Plan.
2. If amended, direct the General Manager to reevaluate staff and resource capacity and, if needed, return to the full Board with any additional recommendations for further discussion and direction.

### SUMMARY

Annually, the Midpeninsula Regional Open Space District (District) Board of Directors (Board) holds two strategic planning retreats to establish work plan priorities for the upcoming fiscal year (process described in Attachment 1). At the first Board Retreat held on December 7, 2020, the Board adopted Strategic Goals and Objectives (Attachment 2) to guide work priorities for the budget development cycle ending June 30, 2022 (FY22).

At the second Board Retreat on March 4, 2021, the Board will review and either affirm or amend the proposed FY22/FY23 Capital Improvement and Action Plan (CIAP) (Attachment 3). If the Board directs significant changes, the General Manager will reevaluate staff and resource capacity, and if needed, return to the Board with the findings and recommendations for further discussion and direction. The outcomes of the March 4, 2021 retreat will guide the development of the proposed FY22/FY23 CIAP, which the Action Plan and Budget Committee (ABC) will review in detail on April 29, 2021.

### BACKGROUND

#### Results of the December 7, 2020 Board Retreat

##### FY21 CIAP Progress Update

Staff summarized the progress made on the current Fiscal Year 2020-21 (FY21) projects, including information on the number of projects that remain on track and projects that have been disrupted by the COVID-19 pandemic. The following 10 projects were highlighted as they are experiencing more significant delays that will require portions of the FY21 scope (more than 25%) to be carried over to FY22:

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

2. Cloverdale Ranch Land Opportunity (VP13-001)
3. Lower San Gregorio Creek Watershed Land Conservation (VP39-01)
4. Purisima Upland Site Clean-up and Soil Remediation Assessment (MAA03-002)
5. Lone Madrone Ranch Fence Installation (MAA05-011)
6. Mindego Ranch South Pasture (MAA09-006)
7. Bear Creek Redwoods Landfill Characterization and Remediation (MAA21-010)
8. Bear Creek Stables Site Plan Implementation (MAA21-004)
9. Hawthorns Public Access Site Plan and CEQA (MAA06-002)
10. Beatty Parking Area and Trail Connections (MAA22-004)

### Environmental Scan

The environmental scan revealed a continued stable financial position. However, the rate of projected revenue growth is showing signs of slowing and pandemic related economic impacts have significantly impacted District partners and funders at the local and state levels. The District is carefully monitoring how the pandemic will impact future economic conditions. High levels of preserve visitation present both opportunities and challenges for the District.

High unemployment has stabilized or reduced labor costs; however, the cost of construction materials continue to rise. Infrastructure projects, including Measure AA (MAA) public access projects, require multi-year staff capacity allocations and/or funding for five to 10 year monitoring efforts that ensure revegetation and restoration actions reach performance goals as required by Resource Agency permits and their conditions of approval.

Climate change continues to create new and increasing challenges for the District, including a greater risk for wildfires that has led to an intensified need for practical, cost-effective, and sustainable fuel and fire management actions.

Continued monitoring of state and national policies, especially after the 2020 elections, is important for the District to stay ahead of and proactively respond to opportunities and challenges.

Recruiting and retaining employees continues to be a key focus for the organization. While higher regional unemployment is creating larger recruitment pools, the region is experiencing an increase in emigration that may reduce the number of qualified people who are actively seeking employment.

### FY22 Potential Focus Areas

Staff presented potential focus areas for FY22, including preparations for the new administrative office, post-pandemic adjustments, wildfire resiliency, management and response to higher preserve use, net-zero impacts and resource management priorities, evaluation of E-bike use, and 50<sup>th</sup> anniversary planning and activities. Additionally, the Board added Lehigh Quarry as another focus area.

### Strategic Goals and Objectives

On December 7, 2020, the Board approved the Strategic Goals and Objectives for FY22 (Attachment 2). Primary revisions to the FY22 Strategic Goals and Objectives were made to simplify the goals and objectives and more clearly reflect elements of the District's Mission and Coastside Mission.

*Development of a True Multi-Year Capital Improvement and Action Plan (CIAP)*

Staff reviewed the plan to move toward a true multi-year CIAP. With the goal of eventually arriving at a true multi-year CIAP in mind, the General Manager will first begin by expanding the FY22 CIAP by one year to serve as a true two-year CIAP with a complete project list for FY22 and FY23. The General Manager intends to continue expanding the CIAP in future years to ultimately arrive at a three to five-year CIAP.

*Progress Update on Measure AA Commitments*

Staff presented a progress update on the Board-approved MAA Five-Year Project List for FY19 to FY23, which includes 53 projects that should be started but not necessarily completed within the five-year timeframe. As of June 30, 2020, 13 items have been completed, 34 items are in progress, and 6 have not yet begun.

**DISCUSSION**

The proposed FY22/FY23 CIAP is developed with projects that align with and deliver on the District's Mission and Coastside Mission (see below) and respond to the adopted FY22 Strategic Goals and Objectives (Attachment 2).

The District's Mission:

*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.*

The District's Coastside Mission:

*To acquire and preserve in perpetuity open space land and agricultural land of regional significance, protect and restore the natural environment, preserve rural character, encourage viable agricultural use of land resources, and provide opportunities for ecologically sensitive public enjoyment and education.*

*Proposed FY22/FY23 Capital Improvement and Action Plan (CIAP)*

The proposed FY22 CIAP includes 118 projects (Attachment 3) of which 92 projects are continuing from FY21 and 26 are new projects starting in FY22. Within the CIAP, 31 of the 118 projects are identified as supporting projects and are listed in Attachment 3.

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

- Land Acquisition and Preservation (15 projects, 1 of which is supporting)
- Natural Resource Protection and Restoration (33 projects, 6 of which are supporting)
- Public Access, Education, and Outreach (34 projects, 7 of which are supporting)
- Assets and Organizational Support (36 projects, 17 of which are supporting)

The projected FY23 CIAP includes 98 projects (Attachment 3) of which 87 projects are continuing from FY22 and 11 are new projects starting in FY23. Within the CIAP, 23 of the 98 projects are identified as supporting projects and are listed in Attachment 3.

The FY23 CIAP is organized according to the District's four program areas:

- Land Acquisition and Preservation (5 projects, 0 of which is supporting)
- Natural Resource Protection and Restoration (38 projects, 8 of which are supporting)
- Public Access, Education, and Outreach (28 projects, 2 of which are supporting)

- Assets and Organizational Support (27 projects, 13 of which are supporting)

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

The FY22/FY23 is limited to those projects that begin or have activity in FY22 or FY23 and potentially continue as multi-year projects into FY23 and FY24. At this time, the CIAP does not identify new projects that will begin in FY24 or beyond. The General Manager intends to continue expanding the CIAP in future years to ultimately arrive at a true three to five-year CIAP.

At the Board Retreat on March 15, 2018, the Board approved the MAA Five-Year Project List for FY19 to FY23, which includes 53 projects that should be started but not necessarily completed within the five-year timeframe (R-18-24). As of June 30, 2020, 13 projects have been completed, 34 are in progress, and six (6) have yet to begin. Of these six, four projects are planned to begin in FY22 or FY23 and the remaining two are proposed to be deferred past FY23. The General Manager proposes deferring the following two projects from the FY19 to FY23 MAA Five-Year Project List.

- MAA09 - Road & Trail Projects - Charquin Trail: Staff have assessed this site and have determined that it is in a relatively stable configuration (no longer actively eroding). Additionally, an adjacent and naturally occurring landslide is the primary sediment source that restricts the road to trail width. Designing and installing a geotechnically stable fix for the landslide appears to be a difficult and expensive repair that is not guaranteed to stabilize the landslide or cost-effectively reduce sedimentation. For these reasons, staff is recommending shifting the focus on higher priority sites that are in closer proximity to anadromous stream reaches.
- MAA17 - Upper Stevens Creek Trail - Complete Trails Master Plan and environmental review, design and construction plans (in partnership with Santa Clara County Parks): deferred because both the partner agency and District have insufficient capacity and resources to pursue at this time. This project is dependent on partner engagement to complete.

The preliminary CIAP provides the Board with a comprehensive view of the proposed projects for the upcoming year and includes the following key project information:

- Program category, funding source, project number, project name, project purpose and scope
- Whether the project is continuing from FY21 or is new to FY22 or FY23
- The connection to the Board-approved FY22 Strategic Goals and Objectives
- The estimated FY22 and FY23 budget.

The Board will deliberate on potential additions, removals, or other amendments to the project list prior to affirming the proposed FY22/FY23 CIAP.

*Proposed FY22/FY23 CIAP Priorities*

At the second Board retreat on March 4, 2021, staff will present a high-level overview of the proposed FY22/FY23 CIAP. The overview will highlight projects and actions related to the eight focus areas discussed at the first Board retreat on December 7, 2020, as outlined in the following bullet points.

1. Preparations for the new Administrative Office (AO)
2. Post-COVID adjustments
3. Wildfire resiliency
4. Management and response to higher preserve visitation
5. Evaluation of potential E-bike use amidst a wide range of public sentiment
6. Net-zero impacts and resource management priorities
7. 50th Anniversary planning and activities
8. Lehigh Quarry reclamation plan amendment

Departments assessed internal capacity to deliver the proposed CIAP through a resource loading process. The FY22/FY23 CIAP reflects these capacity assumptions. Board-directed changes to the proposed CIAP may require a subsequent resource capacity evaluation. If this evaluation identifies resource capacity issues, the General Manager will return to the Board to either recommend project reductions and/or request additional resources to accomplish the CIAP, prior to meeting with the ABC in April 2021.

*Operational Budget Considerations*

As part of the CIAP and Budget development process, internal discussions are continuing with the General Manager regarding whether to make additional staffing resource requests. The General Manager will bring any specific requests for new positions and associated costs to the ABC in April for review and to the full Board in May for consideration.

One of the new position requests being evaluated is a Field Resource Specialist. This new Field Resource Specialist position would be responsible for field implementation of the Wildland Fire Resiliency Program and natural resource restoration and protection projects. Given the need for fuels management implementation the General Manager is considering bring the position approval to the Board prior to Action Budget and Action Plan Committee consideration so that recruitment could begin this fiscal year.

Another new position that has been fully evaluated and is recommended for approval is a two-year limited term position in the Public Affairs department to support the additional workload that is being carried by the department atop of their normal set of duties, projects, and support roles. The District has an opportunity to bring this position online quickly to leverage a current recruitment effort and bring the capacity in early during the planning phase to lead portions of the 50<sup>th</sup> anniversary activities. Approval for this limited term position is recommended as part of a separate Agenda Item at this same meeting. Please refer to Report R-21-34 for details.

**FISCAL IMPACT**

Review and affirmation of the FY22/FY23 CIAP has no immediate fiscal impact. However, these actions will drive the development of the FY22 Budget and FY22/FY23 CIAP.

Preliminary financial information for the FY22/FY23 CIAP was reviewed to ensure that the

proposed projects match available funding sources, as well as staff and resource capacity. This preliminary review includes only FY22 and FY23, and not the subsequent years of FY24 and beyond.

The table below provides an overview of the preliminary budget numbers for FY22 for all funds, and capital expenditures that are reimbursable from bond funds. The numbers in the table below are preliminary and likely to change as the budget continues to be developed and more accurate and full-developed estimates are incorporated. Of note, Fund 40 GF Capital includes Committed for Infrastructure funds for the Administrative Office (AO) Facility project expenditures.

<b>Preliminary FY22 Budget</b>	<b>10 General Fund</b>	<b>20 Hawthorn</b>	<b>30 Measure AA Capital</b>	<b>40 GF Capital</b>	<b>50 Debt Service</b>	<b>Total</b>
Estimated Revenues	60,667,000	6,000	2,068,000	-	5,330,000	68,071,000
Other Funding Sources	(17,737,525)	105,366	10,764,803	23,468,450	10,714,888	27,315,982
Estimated Contribution to Committed Funds	(2,750,000)	-	-	-	-	(2,750,000)
<b>Total Estimated Revenue and Other Funding Sources</b>	<b>\$40,179,475</b>	<b>\$111,366</b>	<b>\$12,832,803</b>	<b>\$23,468,450</b>	<b>\$16,044,888</b>	<b>\$ 92,636,982</b>
Estimated Expenditures	(40,135,052)	(111,366)	-	(7,022,637)	(16,044,888)	(63,313,943)
Estimated Bond Reimbursable Expenditures	-	-	(12,832,803)	-	-	(12,832,803)
Estimated Use of Committed Funds	-	-	-	(16,445,813)	-	(16,445,813)
<b>Total Estimated Expenditures</b>	<b>\$(40,135,052)</b>	<b>\$(111,366)</b>	<b>\$(12,832,803)</b>	<b>\$(23,468,450)</b>	<b>\$(16,044,888)</b>	<b>\$(92,592,559)</b>
<i>Net</i>	<i>\$44,423</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>\$44,423</i>

The table below provides an overview of the preliminary FY22 budget expenditures for the CIAP, grouped by areas of interest. Attachment 3 includes a detailed list of CIAP projects within these areas of interest.

<b>Area of Interest*</b>	<b>Preliminary Budget</b>
Agriculture	\$848,175
Diversity	\$1,032,500
Fire Prevention**	\$1,823,600
Total	\$3,704,275

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

\*\* Many projects within the Agriculture area also provide fuel reduction and fire prevention benefits.

## BOARD COMMITTEE REVIEW

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

**PUBLIC NOTICE**

Public notice was provided as required by the Brown Act.

**CEQA COMPLIANCE**

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

**NEXT STEPS**

The outcomes of the December 7, 2020 and March 4, 2021 Board Retreat meetings will guide the development of the FY22 Budget and Action Plan, including the FY22/FY23 CIAP, which will be reviewed by the ABC and the full Board per the schedule listed below:

April 29, 2021	Action Plan & Budget Committee (meeting #1)
May 4, 2021	Action Plan & Budget Committee (meeting #2)
May 26, 2021	Board Initial Review of Budget & Public Hearing
June 1, 2021	Action Plan & Budget Committee (if needed)
June 9, 2021	Board Adoption of Budget

**Attachments:**

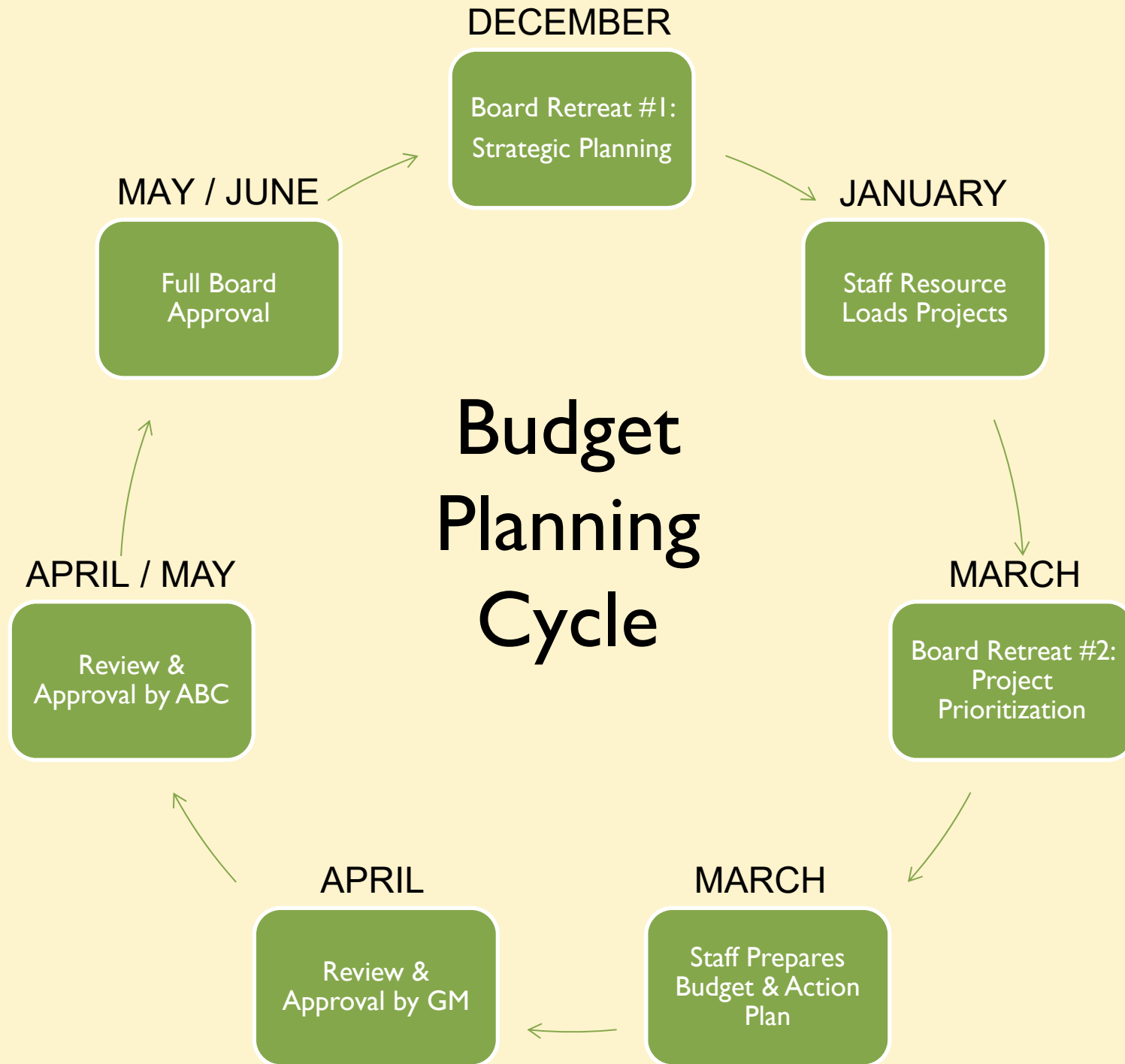
1. Budget Planning Process Overview
2. FY22 Strategic Plan Goals and Objectives
3. FY22/FY23 Capital Improvement and Action Plan
4. Public Comments received prior to February 25, 2021

**Responsible Department Head:**

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## FY22 Strategic Plan Goals and Objectives

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

**Objective 1** – Continue implementation of the District's Vision Plan and communicate progress on projects through reporting results and building partner relationships

**Objective 2** – Build and strengthen diverse partnerships to implement a collaborative and science-based approach to regional environmental protection

**Objective 3** – Build and strengthen relationships with legislators and other elected officials to advocate environmental protection goals

**Objective 4** – Preserve open space and agricultural lands of local and regional significance

### **Goal 2 – Protect the positive environmental values of open space and agricultural lands**

**Objective 1** – Take a regional leadership role in promoting the benefits of open space

**Objective 2** – Protect and restore the natural environment to preserve healthy natural systems

**Objective 3** – Implement the Climate Action Plan, expand regional resiliency, and implement climate change adaptation strategies.

**Objective 4** – Work with fire agencies and surrounding communities to strengthen the prevention of, preparation for and response to wildland fires for enhanced ecosystem resiliency and public safety

**Objective 5** – Support the viability of sustainable agriculture and character of rural communities

### **Goal 3 – Connect people to open space and a regional environmental protection vision**

**Objective 1** – Communicate the benefits of a regional environmental protection vision and District achievements in protecting natural and working lands while maintaining a high quality of life

**Objective 2** – Refine and implement a comprehensive public engagement strategy, including the outreach to diverse communities and enhanced public education programs

**Objective 3** – Consistent with a regional environmental protection vision, expand opportunities including multi-modal options to equitably connect all people to their public open space preserves.

**Objective 4** – Reflect the diverse communities we serve in the District's visitors, staff, volunteers, and partners

### **Goal 4 – Strengthen organizational capacity and long-term financial sustainability to fulfill the mission**

**Objective 1** – Provide the necessary resources, tools, training, and infrastructure, including technology upgrades and capacity building

**Objective 2** – Continuously evaluate and improve processes and business model to effectively and efficiently deliver Vision Plan projects and the District's ongoing functions

**Objective 3** – Maintain a state of readiness for potential disruptions

**Objective 4** – Remain financially sustainable by preparing for, pursuing, and ensuring discretionary funding opportunities and partnerships

**Objective 5** – Ensure large capital expenses and land acquisitions, including associated public access and land management costs, are evaluated within the long-term financial model and remain financially sustainable

**Objective 6** – Continue to recruit, develop and retain talented staff to implement the District's mission and strengthen our organizational capacity

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

CIAP Summary by Funding Source	Total FY22 Estimated Budget	FY22 Project Count by Fund	Total FY23 Estimated Budget	FY23 Project Count by Fund
Fund 10 - General Fund Operating*	\$3,521,101	57	\$2,942,808	50
Fund 20 - Hawthorn	\$47,300	1	\$285,000	1
Fund 30 - Measure AA	\$12,832,803	30	\$11,763,274	24
Fund 40 - General Fund Capital	\$23,468,450	30	\$6,275,500	23
<b>Total</b>	<b>\$39,869,654</b>	<b>118</b>	<b>\$21,266,582</b>	<b>98</b>

CIAP Summary by Program	Total FY22 Estimated Budget	FY22 Project Count by Program	Total FY23 Estimated Budget	FY23 Project Count by Program
Land Acquisition and Preservation	\$616,250	15	\$387,500	5
Natural Resource Protection and Restoration	\$4,244,845	33	\$6,136,302	38
Public Access, Education, and Outreach	\$14,365,697	34	\$11,208,622	28
Assets and Organizational Support	\$20,642,862	36	\$3,534,158	27
<b>Total</b>	<b>\$39,869,654</b>	<b>118</b>	<b>\$21,266,582</b>	<b>98</b>

CIAP Summary by Program & Fund	Total FY22 Estimated Budget	FY22 Project Count by Program	Total FY23 Estimated Budget	FY23 Project Count by Program
<b>Land Acquisition and Preservation</b>				
Fund 10 - General Fund Operating	-	1	-	0
Fund 30 - Measure AA	61,250	2		0
Fund 40 - General Fund Capital	555,000	12	387,500	5
<b>Land Acquisition and Preservation Total</b>	<b>616,250</b>	<b>15</b>	<b>387,500</b>	<b>5</b>
<b>Natural Resource Protection and Restoration</b>				
Fund 10 - General Fund Operating	2,422,239	20	2,361,400	25
Fund 30 - Measure AA	1,661,606	12	3,382,902	10
Fund 40 - General Fund Capital	161,000	1	392,000	3
<b>Natural Resource Protection and Restoration Total</b>	<b>4,244,845</b>	<b>33</b>	<b>6,136,302</b>	<b>38</b>
<b>Public Access, Education, and Outreach</b>				
Fund 10 - General Fund Operating	537,250	12	291,750	7
Fund 30 - Measure AA	11,109,947	16	8,380,372	14
Fund 40 - General Fund Capital	2,718,500	6	2,536,500	7
<b>Public Access, Education, and Outreach Total</b>	<b>14,365,697</b>	<b>34</b>	<b>11,208,622</b>	<b>28</b>
<b>Assets and Organizational Support</b>				
Fund 10 - General Fund Operating	561,612	24	289,658	18
Fund 20 - Hawthorn	47,300	1	285,000	1
Fund 40 - General Fund Capital	20,033,950	11	2,959,500	8
<b>Assets and Organizational Support Total</b>	<b>20,642,862</b>	<b>36</b>	<b>3,534,158</b>	<b>27</b>
<b>Total</b>	<b>\$39,869,654</b>	<b>118</b>	<b>\$21,266,582</b>	<b>98</b>

Item #	Program & Fund	Project #	Project Name	Project Purpose	FY22 Scope	FY23 Scope	FY22 Status	FY23 Status	Strategic Plan Linkage (Primary)	Strategic Plan Linkage (Secondary)	FY22 Estimated Budget	FY23 Estimated Budget
Land Acquisition and Preservation												
10 - General Fund Operating												
1		Supporting Project	Land Conservation Guidance Document	Create a Land Conservation Guidance Document that clearly communicates District acquisition policies and goals and provides an outline for strategic land acquisition for use as a reference by District staff (Consistent FOSM Recommendation #11).	Real Property will complete review of existing Policies and Procedures, incorporate changes and updates, keep what is relevant and identify modifications such as lands acquired under the Coastal Service Plan.	Completed	Open	Completed	Goal 4, Objective 2	Goal 1, Objective 4	\$0	\$0
10 - General Fund Operating Total											\$0	\$0
30 - Measure AA Capital												
2		MAA01-005	Johnston Ranch Land Acquisition	Complete necessary steps to allow for the purchase and preservation of the uplands portion of the Johnston Ranch property as an addition to Miramontes Ridge Open Space Preserve.	In partnership with Peninsula Open Space Trust, complete land division application with San Mateo County. Upon approval of application by County, purchase Johnston Upland property, including assignment of grazing lease. Enter into Memorandum of Agreement with City of Half Moon Bay for future shared parking and trails at City's Johnston house property.	Completed	Open	Completed	Goal 1, Objective 4	Goal 2, Objective 5	\$47,250	\$0
3		MAA03-006	South Cowell Upland Land Conservation	Complete fee transfer of property to preserve upland grassland habitat and provide opportunities for parking, patrol and trail access for the planned Purisima to the Sea regional trail corridor.	Upon approval of a land division application by San Mateo County, complete fee transfer of upland property to Midpen.	Completed	Open	Completed	Goal 1, Objective 4	Goal 3, Objective 3	\$14,000	\$0
30 - Measure AA Capital Total											\$61,250	\$0
40 - General Fund Capital												
4		20125	Cal-Water Land Exchange, Teague Hill Preserve	Pursue trail connections between Huddart Park and Teague Hill Preserve, and pursue future land conservation protections in the Bear Creek Watershed.	Negotiate and execute Letter of Intent, Exchange Agreement, and Easements.	Completed	Open	Completed	Goal 1, Objective 4	Goal 3, Objective 3	\$24,000	\$0
5		None	Districtwide purchase options and low-value Land Fund	Budget allocations for purchase option funds to enter into purchase and sale agreements for other open space lands with property owners. These funds are also used for low-value land purchases under the General Manager's purchasing authority such as small parcels, public trail easements or patrol and maintenance access easements.	As low-value purchase opportunities become available, move to complete deals under the General Manager's Authority.	As low-value purchase opportunities become available, move to complete deals under the General Manager's Authority.	Recurring	Recurring	Goal 1, Objective 4	Goal 3, Objective 3	\$300,000	\$300,000
6		VP08-001	Upper San Gregorio Land Conservation	Pursue partnership opportunities to acquire open space lands and secure access to acquired lands within upper San Gregorio Creek Watershed.	For Woodruff Redwoods property, negotiate alternative access easement with adjoining private property owner, survey alternative easement and record new easement.	Completed	Open	Completed	Goal 1, Objective 2	Goal 1, Objective 4	\$18,000	
7		VP08-002	Upper Alpine Creek Land Conservation	Purchase property in the Upper Alpine Creek Area.	Negotiate and execute purchase of property.	Completed	Open	Completed	Goal 1, Objective 4		\$10,000	
8		VP13-001	Cloverdale Ranch Land Opportunity	Prepare for potential purchase of Cloverdale Ranch property owned by Peninsula Open Space Trust (POST). Purchase supports Measure AA Portfolio 13.	Prepare a Preliminary Use and Management Plan, develop a staffing plan, continue community outreach, and further develop the communications plan; in partnership with POST, prepare land division application for the Cloverdale Ranch property with agricultural parcels to be retained by POST.	Complete the land division application and pursue purchase of the Cloverdale Ranch property.	Open	Open	Goal 1, Objective 4	Goal 2, Objective 5	\$87,000	\$65,000
9		VP15-001	Redwood Forest Land Opportunity	Pursue land purchase opportunities to grow Midpen's contiguous greenbelt in Redwood Forests.	Pursue opportunities to purchase redwood forest lands in the Slate Creek and Oil Creek watersheds.	Pursue opportunities to purchase redwood forest lands in the Slate Creek and Oil Creek watersheds.	Open	Open	Goal 1, Objective 4	Goal 2, Objective 5	\$19,000	\$5,000
10		VP19-002	El Sereno Land Conservation	Pursue land purchase as an addition to El Sereno Preserve to connect to Sanborn County Park via the Bay Area Ridge Trail.	Recontact property owner to negotiate and execute a trail easement.	Completed	Open	Completed	Goal 1, Objective 4	Goal 3, Objective 3	\$20,000	
11		VP23-XXX	Mt. Umunhum Land Conservation	Pursue land purchase as an addition to Sierra Azul Preserve to facilitate future trail connections towards the west from Mt Umunhum to Cathermole Road and Wrights Station Road.	Negotiate and enter into a Purchase and Sale Agreement with property owner and close transaction.	Completed	New	Completed	Goal 1, Objective 2		\$17,000	
12		VP24-002	Valley Water Exchange Agreement at Rancho de Guadalupe Area of Sierra Azul Preserve	Pursue opportunity with Santa Clara Valley Water District (Valley Water) to support dam repairs to the Guadalupe Reservoir in exchange for Valley Water's construction of future public parking lot for access to Rancho de Guadalupe area of Sierra Azul Preserve.	Project on-hold pending Valley Water reinitiating Guadalupe Reservoir Dam Repairs Project.	Resolve agricultural zoning issue on property, negotiate and execute agreement with Valley Water for them to use Midpen site for construction staging and then to build a parking lot for public use.	Open	Open	Goal 1, Objective 4	Goal 3, Objective 3	\$10,000	\$5,000
13		VP25-001	Sierra Azul Loma Prieta Land Conservation	Pursue purchase of land opportunity as an addition to the Loma Prieta area of Sierra Azul Preserve.	Negotiate and close potential land transactions needed to complete Midpen ownership of Loma Prieta Road as a future regional trail corridor.	Completed	Open	Completed	Goal 1, Objective 4	Goal 2, Objective 5	\$20,000	
14		VP25-XXX	Forest of Nisene Marks Connection	Pursue purchase of trail/patrol access into the Soquel State Demonstration Forest in Santa Cruz County to connect Sierra Azul Preserve via the planned Mount Umunhum to the Sea Regional Trail.	Negotiate and purchase Right-of-Way from Highland Way into the Soquel Demonstration Forest.	Completed	New	Completed	Goal 1, Objective 2		\$10,000	
15		VP39-001	Lower San Gregorio Creek Watershed Land Conservation	Protect watershed land and farmland in the Lower San Gregorio Creek watershed.	Pursue opportunity to protect watershed and farmland in the Lower San Gregorio watershed.	In partnership with Peninsula Open Space Trust, monitor riparian conservation easement and support creek restoration planning.	Open	Open	Goal 1, Objective 4	Goal 2, Objective 5	\$20,000	\$12,500
40 - General Fund Capital Total											\$555,000	\$387,500
Land Acquisition and Preservation Total											\$616,250	\$387,500
Natural Resource Protection and Restoration												
10 - General Fund Operating												
16		61014	Bear Creek Stables Road Drainage Repairs	Assess drainage and erosion concerns from arena area of Bear Creek Stables onto the old road cut below paddock area. Assess old road to determine feasibility of retaining as trail width or removing. Revegetate as necessary to improve riparian conditions.	Complete any outstanding road abandonment and erosion control tasks under the CDFW Routine Maintenance Agreement to improve drainage and stabilize lands. Monitor temporary erosion control best management practices (BMPs) during wet season to ensure site stability.	Monitor plant mitigation.	Open	Open	Goal 2, Objective 2		\$30,000	\$10,000



Item #	Program & Fund	Project #	Project Name	Project Purpose	FY22 Scope	FY23 Scope	FY22 Status	FY23 Status	Strategic Plan Linkage (Primary)	Strategic Plan Linkage (Secondary)	FY22 Estimated Budget	FY23 Estimated Budget
Natural Resource Protection and Restoration												
10 - General Fund Operating												
17		61017	Fuel Reduction Implementation	Improve wildfire resiliency and protection of District preserves.	Implement Year 1 of fuel reduction work outlined in Vegetation Management Plan to reduce fuels and lessen wildfire risk.	Implement Year 2 of fuel reduction work outlined in Vegetation Management Plan to reduce fuels and lessen wildfire risk.	Open	Open	Goal 2, Objective 4	Goal 2, Objective 3	\$620,000	\$660,000
18		61023	Los Gatos Creek Watershed - Wildland Fire Resiliency	Secure funding to complete ecologically sensitive vegetation management to reduce fuel loads and lessen wildfire risk.	If funding is successful, implement Year 1 of fuel treatments, which includes both mechanical and manual treatment options.	If funding is successful, implement Year 2 of fuel treatments, which includes both mechanical and manual treatment options.	Open	Open	Goal 2, Objective 4	Goal 2, Objective 3	\$350,000	\$350,000
19		80003-10	Wildland Fire Resiliency Program	Develop a robust and comprehensive wildland fire program for District lands for ongoing fire and climate resiliency to protect public open space lands, habitat values, and sensitive natural resources.	Begin Phase II of the Wildland Fire Resiliency Program development, including all CEQA requirements.	Complete Phase II of the Wildland Fire Resiliency Program development, including all CEQA requirements.	Open	Open	Goal 2, Objective 4		\$258,000	\$235,000
20		80034-44-100000	Programmatic State and Federal Environmental Permitting	Develop State and Federal programmatic permits for compliance with Endangered Species and Clean Water Acts. Facilitates streamlined implementation of projects, resource protection, and partnering efforts.	Finalize steps to secure State and Federal environmental permits. Complete CEQA. Begin annual permitting once obtained.	Conduct site specific studies in support of annual permitting for routine maintenance activities in Midpen preserves.	Open	Open	Goal 1, Objective 3		\$265,000	\$65,000
21		80054	Badger/Burrowing Owl Habitat Assessment	Prepare a management plan of grasslands and upland habitat to protect and sustain badger and burrowing owl populations.	Finalize data collection and analysis, management recommendations, and identify next steps. Present recommendations to the full Board to confirm next steps.	TBD pending Board feedback and direction in FY22.	Open	Open	Goal 2, Objective 2		\$24,239	
22		80058	Districtwide Aquatic Habitat Assessment and eDNA Collection	Understand aquatic habitat distribution and resident species composition Districtwide to inform management and protection of these habitats.	N/A	Complete Year 1 surveys and preliminary report.	Deferred	Open	Goal 2, Objective 2			\$130,000
23		80063	Districtwide Vegetation Mapping	To inform management of Midpen preserves and support regional efforts to build seamless mapping and data, collaborate with the Golden Gate National Parks Conservancy to quantify vegetation changes and fuels at a landscape scale.	Provide technical project support and coordination; review GIS deliverables; and provide feedback on project.	Integrate final deliverables into Midpen's Enterprise GIS database.	Open	Open	Goal 1, Objective 2		\$33,600	\$35,000
24		80065	IPM Implementation of Santa Clara Valley Water District Grant	Expand scope of Valley Water IPM grant to include invasive plant removal at Bear Creek Redwoods, Rancho San Antonio and Picchetti Ranch Preserves.	Oversee contractor to implement IPM to address high priority weeds in riparian areas within Bear Creek Redwoods, Rancho San Antonio, and Picchetti Ranch Preserves.	Continue to expand the scope to implement IPM on high priority weeds in riparian areas within Bear Creek Redwoods, Rancho San Antonio, Picchetti Ranch, and other Preserves in Santa Clara County.	Open	Open	Goal 2, Objective 1	Goal 2, Objective 2	\$200,000	\$200,000
25		80066	Amah Mutsun Land Trust Native Garden	To strengthen partnership and restoration efforts at Mount Umunhum, support Amah Mutsun Land Trust efforts to implement a culturally significant native plant demonstration garden.	N/A	Complete any necessary CEQA documentation; implement the final restoration plan for the culturally significant native plant demonstration garden.	N/A	Open	Goal 1, Objective 2			\$50,000
26		80069	Mountain Lion Collaring Effort - Rancho San Antonio/Foothills Area Preserve	Track mountain lion use of Santa Clara Foothills Preserves (focus on Rancho San Antonio) to inform wildlife management and public use decisions that are protective of wildlife and reduce potential conflicts.	Receive Year 1 status report, refine methods, and ongoing research.	Receive Year 2 status report and provide initial findings, continue ongoing research.	Open	Open	Goal 2, Objective 1		\$101,400	\$101,400
27		VP22-001	Alma Bridge Road Newt Mortality and Population Study	Partnership project with POST to complete a Newt Mortality and Population Study along Alma Bridge Road to expand understand of existing conditions, facilitate stakeholder collaboration, and inform future actions to protect newt populations.	TBD - will be based on recommendations developed from the newt study that is completed in FY21. May include design and CEQA services for a future capital project to install one or more wildlife crossing structures and associated directional fencing.	Finalize design, CEQA, and permitting. Possibly move into implementation of capital project to install one or more wildlife crossing structures and associated directional fencing (dependent on support from partners and funding, may occur in future years).	Open	Open	Goal 2, Objective 1		\$120,000	\$60,000
28		XXXXX	Carbon Storage Study - Pilot Project, San Gregorio Watershed	Analyze carbon storage enhancement potential in the San Gregorio watershed through field data and identify suitable and effective carbon sequestration projects.	Hire a consultant to use existing data, gather data in representative ecosystem types, and extrapolate using remote sensing data.	Using data and reports, identify carbon sequestration enhancement opportunities and implementation timelines.	New	Open	Goal 2, Objective 2	Goal 1, Objective 3	\$50,000	\$25,000
29		XXXXX	Ecological Health and Biodiversity Monitoring	Establish grazing exclusion areas within grasslands areas to evaluate effects and compare with actively grazed lands to inform future land management actions.	N/A	Start implementation and installation of grassland exclusion areas. Collection baseline information.	N/A	New	Goal 2, Objective 5	Goal 3, Objective 1		\$65,000
30		XXXXX	Irish Ridge Restoration	Restore habitat on the Irish Ridge property.	Begin development of a habitat restoration plan.	Complete the habitat restoration plan and permitting.	New	Open	Goal 2, Objective 2		\$75,000	\$225,000
31		XXXXX	Lehigh Quarry Reclamation Plan Review	Protect District interests throughout the Lehigh Quarry Reclamation Plan Review process.	Work with partners, stakeholder, County, and Lehigh to maximize protection of District interests during the review and approval process for the Lehigh Quarry Reclamation Plan Amendment.	As needed, continue to work with partners, stakeholder, County, and Lehigh to maximize protection of District interests during the review and approval process for the Lehigh Quarry Reclamation Plan Amendment.	Open	Open	Goal 2, Objective 2	Goal 2, Objective 1	\$245,000	\$100,000
32		XXXXX	Science Advisory Panel	Seek science-based findings from a Scientific Advisory Panel to help inform Midpen land management decisions.	Continue Science Advisory Panel (SAP) process. Present findings on landscape level monitoring and recreation benefits and impacts topics. Research and present on fourth topic to be chosen by Board. Integrate findings from previous reports into operating and action plan projects.	Continue SAP process with new topics, pending Board authorization. Begin implementation of landscape level monitoring recommendations.	Open	Open	Goal 1, Objective 2		\$50,000	\$50,000
33		Supporting Project	Agricultural Policy	Establish a comprehensive agricultural policy to guide future District activities.	Compile and review existing agricultural policies, guidelines, and current practices. Evaluate gaps and areas requiring greater clarification. Develop comprehensive Board-approved agricultural policy.	If necessary, complete board approval process of agricultural policy	Open	Open	Goal 2, Objective 5		\$0	\$0
34		Supporting Project	Districtwide Wildlife Camera Program	Assess, document and quantify presence of wildlife species and/or populations in different habitats and at project specific locations, including areas where public access or new infrastructure is introduced, to inform future land management actions.	Continue to manage and monitor existing District wildlife cameras and implement additional cameras. Contribute data to and incorporate findings from regionwide efforts to improve wildlife and habitat management.	Continue to manage and monitor existing District wildlife cameras and implement additional cameras. Contribute data to and incorporate findings from regionwide efforts to improve wildlife and habitat management.	New	Open	Goal 2, Objective 2	Goal 4, Objective 1	\$0	\$0
35		Supporting Project	Drought Response and Resiliency Plan	Prepare for drought and identify drought resiliency measures.	N/A	Conduct outreach to internal and external stakeholders, establish action thresholds and implementation measures, and develop a plan of action for each program area.	N/A	New	Goal 2, Objective 3	Goal 2, Objective 5	\$0	\$0



Item #	Program & Fund	Project #	Project Name	Project Purpose	FY22 Scope	FY23 Scope	FY22 Status	FY23 Status	Strategic Plan Linkage (Primary)	Strategic Plan Linkage (Secondary)	FY22 Estimated Budget	FY23 Estimated Budget
Natural Resource Protection and Restoration												
10 - General Fund Operating												
36		Supporting Project	Kennedy Trail Re-route	Reduce erosion and re-route steep sections of Kennedy Trail to reduce potential downstream sedimentation and provide better access for patrol, maintenance and local fire agencies.	Scope, plan, design and permit.	Complete construction.	New	Open	Goal 3, Objective 3		\$0	\$0
37		Supporting Project	Marbled Murrelet Recovery	Comply with survey requirements on District lands for affected projects and assist in development of region-wide recovery plans.	Work with other departments to determine need for surveys prior to future projects to comply with multiyear survey requirements where murrelet habitat is present. Continue participation in multiagency Santa Cruz Mountains murrelet recovery efforts.	Work with other departments to determine need for surveys prior to future projects to comply with multiyear survey requirements where murrelet habitat is present. Continue participation in multiagency Santa Cruz Mountains murrelet recovery efforts.	Open	Open	Goal 2, Objective 2		\$0	\$0
38		Supporting Project	Mitigation Policy	Develop a policy to guide the consideration for (1) accepting mitigation from outside agencies and (2) the process for avoiding, minimizing, and compensating for District projects that may effect the environment.	Complete policy development work and bring to the full Board for consideration of adoption.	Completed	New	Completed	Goal 4, Objective 2	Goal 1, Objective 2	\$0	\$0
39		Supporting Project	Pescadero Sediment TMDL Implementation	Fulfill regulatory mandate to reduce sediment in the Pescadero Watershed.	Hire consultant to evaluate all District road and trail sites within the Pescadero Watershed (Skyline Ridge and Long Ridge Open Space). Develop prioritization plan to address high and medium sediment producing sites.	Hire a consultant to begin design and permitting on high priority sites.	New	Open	Goal 2, Objective 2		\$0	\$0
40		Supporting Project	Remediation of Planting Sites	Consultant, Oregon State University will provide remediation recommendations for restoration sites contaminated with soil pathogens and preventative strategies in a final report. Staff will then identify which potential remedial actions to pursue based on capacity, costs, and other factors to manage for Phytophthora and minimize impacts to the natural resources District-wide	N/A	Implement Year 1 of recommendations to remediate restoration sites contaminated with soil pathogens.	Deferred	New	Goal 2, Objective 2		\$0	\$0
41		Supporting Project	Water Quality Monitoring Program	Monitor water quality in support of District land management and ecosystems.	N/A	Conduct outreach to internal and external stakeholders, hire consultant to assist with collection priorities and procedures, and finalize the manual.	N/A	New	Goal 2, Objective 2	Goal 3, Objective 1	\$0	\$0
10 - General Fund Operating Total											\$2,422,239	\$2,361,400
30 - Measure AA Capital												
42		MAA01-004	Remediation Plan and Ranch Debris Clean Up, Madonna Creek Ranch	Remove former dumpsite from a riparian area to protect and restore sensitive habitat.	Conduct monitoring and plant maintenance. Year 1 of 3.	Conduct monitoring and plant maintenance, Year 2 of 3.	Open	Open	Goal 2, Objective 2		\$10,331	\$8,439
43		MAA01-XXX	Madonna Creek Fish, Water Supply, and Bridge Replacement	Restore fish passage on Madonna Creek, provide alternative water supply to agricultural operations, and replace access bridges across Madonna Creek to enhance fisheries and habitat conditions.	Contract with the San Mateo Resource Conservation District to develop fish passage study and water supply evaluation. Contract with engineer to evaluate vehicle bridge replacement.	Develop 30% designs, initiate permitting consultations, and pursue grant funding opportunities.	New	Open	Goal 2, Objective 2	Goal 2, Objective 5	\$120,150	\$273,534
44		MAA03-002	Purisima Upland Site Clean up and Soil Remediation	Complete site clean up and soil remediation around existing empty oil tank on recently acquired property to protect natural resource values.	Complete oil well investigation and assessment, CEQA review, permitting, and prepare oil well decommissioning bid documents.	Complete oil well decommissioning, clean up, and remediation work.	Open	Open	Goal 1, Objective 4	Goal 3, Objective 3	\$130,421	\$654,962
45		MAA03-XXX	Purisima-to-the-Sea Habitat Enhancement and Water Supply Improvement Plan	Develop Pond Management Plan for Purisima to the Sea properties to enhance pond habitat for native wildlife and improve water supply source that supports the conservation grazing program.	Prepare analysis of preferred water supply for Elkus. Feed information into and release a RFPQ for consultant to develop a plan that identifies high priority habitat restoration and water supply actions.	Complete design and begin permitting.	New	Open	Goal 2, Objective 2	Goal 2, Objective 5	\$143,398	\$268,953
46		MAA05-010	Restoration Forestry Demonstration Project	Develop pilot project to restore degraded forest habitat and enhance fire resiliency on Midpen open space preserves.	Hire a consultant to begin implementing restoration forestry and fuels management actions in select areas. Hire separate consultant to initiate design work to reduce sedimentation from former logging roads.	Complete design work for road/sediment work and initiate permitting. Continue implementing restoration forestry and fuels management work and conduct post-implementation monitoring of the treatments.	Open	Open	Goal 2, Objective 2	Goal 2, Objective 3	\$349,126	\$574,484
47		MAA05-011	Lone Madrone Ranch Fence Installation	Install fence to keep livestock from entering riparian area of La Honda Creek Open Space Preserve to protect sensitive habitat and support the conservation grazing program.	Scope, plan, design and determine location of riparian protection fencing for pasture 4.	Solicit bids and construct the livestock boundary fence.	Open	Open	Goal 2, Objective 5		\$30,807	\$174,731
48		MAA07-XXX	Lower Turtle Pond Repair	Repair important habitat and stock watering pond in Lower La Honda Creek Open Space Preserve.	Begin engineering and permitting work to repair and maintain Lower Turtle Pond in La Honda Creek Open Space Preserve.	Finalize Design and continue permitting process.	Open	Open	Goal 2, Objective 2	Goal 2, Objective 5	\$64,188	\$53,887
49		MAA09-006	Mindego Ranch South Pasture	Improve ranch infrastructure to support and expand the conservation grazing program.	Work with tenant to complete construction.	Completed	Open	Completed	Goal 2, Objective 5	Goal 2, Objective 2	\$109,481	
50		MAA20-001	Wildlife Corridor: Highway 17 Crossing	Work with partners to develop, engineer, and implement wildlife crossing improvements at Highway 17 to provide safe movement for wildlife in connecting to over 30,000 acres of protected public lands.	Finalize environmental review, continue public and partner outreach, and seek funding opportunities.	Begin permitting and design. Continue public and partner outreach, and seek funding opportunities.	Open	Open	Goal 1, Objective 2		\$342,965	\$985,076
51		MAA21-007	Bear Creek Redwoods Preserve Plan: Invasive Weed Treatment and Restoration	Implement targeted treatments per the Integrated Pest Management Plan to control invasive weed populations at Bear Creek Redwoods Open Space Preserve and facilitate the opening of additional trails to public access.	Implement Year 3 of targeted weed treatments at Bear Creek Redwoods Preserve to restore native habitats along roads and trails. Project is expected to require five years of treatment before habitats are restored to maintenance levels.	Implement Year 4 of targeted weed treatments at Bear Creek Redwoods Preserve to restore native habitats along roads and trails. Project is expected to require five years of treatment before habitats are restored to maintenance levels.	Open	Open	Goal 1, Objective 2	Goal 2, Objective 2	\$158,768	\$108,836
52		MAA21-010	Bear Creek Redwoods Landfill Characterization and Remediation	Remediate former landfill to restore natural open space values, protect public health and safety, and allow for Phase II public access at Bear Creek Redwoods.	Hire a design-build firm to obtain permits, develop remedial action plan for dump. Hire a historic resources firm to survey the cleanup area.	Implement remedial design and cleanup.	Open	Open	Goal 2, Objective 2		\$160,289	\$280,000



Item #	Program & Fund	Project #	Project Name	Project Purpose	FY22 Scope	FY23 Scope	FY22 Status	FY23 Status	Strategic Plan Linkage (Primary)	Strategic Plan Linkage (Secondary)	FY22 Estimated Budget	FY23 Estimated Budget
Natural Resource Protection and Restoration												
30 - Measure AA Capital												
53		MAA22-001	Hendrys Creek Property Land Restoration	Implement habitat improvements along 0.75-mile of Hendrys Creek and tributaries within the freshwater wetland mitigation easement held by Santa Clara Valley Water District (Valley Water).	Per the Long Term Management Plan, Conservation Easement, and in accordance with resource agency permits, remove final bridge stream crossing in Hendrys Creek. Implement improvements as outlined in the Adaptive Management and Monitoring Plan for the project.	Completed	Open	Completed	Goal 2, Objective 2		\$41,682	
30 - Measure AA Capital Total											\$1,661,606	\$3,382,902
40 - General Fund Capital												
54		61021	Toto Ranch North Water Line	Install new water line from the homestead to the North Pasture (pasture 4) to service a new water trough to support the conservation grazing program.	N/A	Install new water line and connect to the new water trough.	N/A	Open	Goal 2, Objective 5	Goal 4, Objective 5	\$0	\$117,000
55		80059	Groundwater Well Decommissioning	Prevent groundwater contamination by sealing unused and abandoned wells at Sierra Azul Preserve.	Obtains permits and hire a contractor to decommission approximately 10 abandoned domestic wells in Sierra Azul Open Space.	Obtains permits and hire a contractor to decommission wells in the Skyline Area in multiple Open Space Preserves.	Open	Open	Goal 2, Objective 2		\$161,000	\$60,000
56		XXXXX	Fencing Along Lobitos Creek	Extend a southern fence line along Lobitos creek to protect the riparian area from cattle access.	N/A	Scope, plan, and design the fencing improvement; begin local/regulatory permitting.	N/A	New	Goal 2, Objective 2	Goal 2, Objective 5	\$0	\$215,000
40 - General Fund Capital Total											\$161,000	\$392,000
Natural Resource Protection and Restoration Total											\$4,244,845	\$6,136,302
Public Access, Education, and Outreach												
10 - General Fund Operating												
57		31904	Purisima Preserve Multimodal Access Study	Explore non-motorized mobility and transit alternatives to encourage alternative modes of transportation to access Purisima Creek Redwoods Preserve, building upon strategies developed for Rancho San Antonio Preserve.	Continue working with selected consultant to advance study. Flesh out transportation demand strategies relevant to Purisima Creek, based on strategies developed for Rancho, to better manage and address parking and access issues.	Present recommendations to the PNR Committee for discussion and next steps, and subsequently to the full Board for concurrence on the recommended strategies to pursue.	Open	Open	Goal 3, Objective 3		\$135,000	\$19,000
58		31903	Hwy 35 Multi-use Trail Crossing and Parking	Explore feasibility for implementing a trail crossing across Highway 35 to connect the regional Bay Area Ridge Trail from the planned SFPUC Bay Area Ridge Trail Extension to the District's Purisima Creek Redwoods Preserve, as well as opportunities for expanded parking at the North Ridge parking lot.	Continue feasibility studies for the trail crossing and parking area expansion. Initiate multi-year biological surveys.	Due to biological surveys that require two years, continue feasibility studies for the trail crossing and parking area expansion.	Open	Open	Goal 3, Objective 3		\$60,000	\$20,000
59		VP05-002	La Honda Creek Parking and Trailhead Access	Implement feasible options to provide public access to the central area of the preserve that meet the Board-approved goals for the project.	Work with selected consultant to conduct feasibility studies of Board-directed suite of options. Conduct public and stakeholder outreach.	Complete technical analysis of suite of options and present to PNR Committee and Board for review, input, and direction on next steps to determine what elements to continue forward into design. Continue public and stakeholder engagement.	Open	Open	Goal 3, Objective 3		\$267,250	\$142,750
60		VP11-001	Rancho San Antonio (RSA) Multimodal Access	Engage stakeholders and partner agencies to explore non-motorized mobility, transit options and parking alternatives for Rancho San Antonio to reduce parking challenges and encourage multi-modal transit to the preserve.	Pending Board approved recommendations, initiate scoping and programming for Priority/Tier 1 recommendations and begin discussions with potential implementation partners; continue implementing short-term measures as allowed (e.g. installation of site amenities at trailheads and parking areas).	Continue coordinating with agency partners (e.g. Santa Clara County Parks, Cities, VTA, etc.) on timing, funding, and implementation of Tier 1 partnership elements. Pursue design work for capital improvements and explore permitting requirements.	Open	Open	Goal 1, Objective 2	Goal 3, Objective 2	\$25,000	\$25,000
61		XXXXX	Rancho San Antonio ADA Path to Deer Hollow Farm	Evaluate feasibility of new ADA-accessible pedestrian path that separates existing combined use of pedestrians and vehicles on road leading to Deer Hollow Farm to improve public accessibility and safety.	Develop a scope of work for the feasibility of separating out pedestrian path. Evaluate potential biological and cultural resource concerns and research existing documentation from the White Barn work. Conduct early resource agency coordination. Initial review by ADA consultant. As needed, hire consultant to conduct first year biological and cultural resource surveys; adjust trail scope and/or alignment to avoid impacts as needed.	Conduct public outreach. Develop CEQA project description and hold PNR meeting to review draft CEQA project description and trail alignment. Hold Board meeting to review trail alignment and receive Board approval of CEQA project description to initiate CEQA review. Develop initial permit applications to resource agencies based on survey data, and Santa Clara County. Complete CEQA review/certification and project approval.	New	Open	Goal 3, Objective 3		\$50,000	\$85,000
62	Supporting Project	Cooley Landing Site Use Agreements	Formalize separate agreements/easements/MOUs (Midpen, City of East Palo Alto, Regional Water Quality Control Board, Menlo Fire) to meet operations and maintenance requirements. Supports partnership project at Cooley Landing park.	Assess e-bike access on District paved trails.	Continue collecting data until December 31, 2021. When data collection is complete, organize and report findings to the Board to inform Board consideration of e-bike use on paved trails.	Completed	Open	Completed	Goal 3, Objective 2	Goal 3, Objective 3	\$0	\$0
63	Supporting Project	E-Bike Policy Evaluation (Paved Trails)	Assess e-bike access on District natural/unpaved trails.	Develop a partnership with a local parks agency(ies) and begin conducting surveys, collecting data on their unpaved trails where bikes/e-bikes are already permitted in summer and fall of 2021. Present findings to PNR/Board in March 2022 to inform next steps.	TBD - dependent on Board-directed next steps.	Open	Open	Goal 4, Objective 2	Goal 3, Objective 3		\$0	\$0
64	Supporting Project	E-Bike Policy Evaluation (Unpaved Trails)	Assess e-bike access on District natural/unpaved trails.	Determine naming convention and addresses for all existing parking areas to improve wayfinding.	Continue working with counties to designate new addresses/resolve incorrect addresses for 11 existing parking areas. Finalize name selections. Update the official names and addresses in the enterprise GIS database. Schedule dependent upon County response time.	Completed	Open	Completed	Goal 3, Objective 3		\$0	\$0
65	Supporting Project	Parking Area Naming Conventions	Determine naming convention and addresses for all existing parking areas to improve wayfinding.									

Item #	Program & Fund	Project #	Project Name	Project Purpose	FY22 Scope	FY23 Scope	FY22 Status	FY23 Status	Strategic Plan Linkage (Primary)	Strategic Plan Linkage (Secondary)	FY22 Estimated Budget	FY23 Estimated Budget
Public Access, Education, and Outreach												
10 - General Fund Operating												
66		Supporting Project	Preserve Use Survey Implementation	Implement the recommendations detailed in the Preserve Use Survey to enhance visitor satisfaction and outreach.	Report to Board on status of implementing Preserve Use Survey recommendations. Future implementation projects will be incorporating into core operating work or individual CIAP projects.	Completed.	Open	Completed	Goal 3, Objective 3		\$0	\$0
67		Supporting Project	Regional Trails Planning and Coordination	Provide technical and planning support on external regional trail and active transportation planning projects initiated by partners and other public agencies.	Continue participation in regional trails planning and active transportation planning efforts that include Bay to Sea Trail, Bay Area Ridge Trail priorities, SFPUC South Skyline Ridge Trail Extension, Stevens Creek Trail, Caltrans D4 Pedestrian Plan, Unincorporated San Mateo County Active Transportation Plan, etc.	Continue participation in regional trails planning and active transportation planning efforts that include Bay to Sea Trail, Bay Area Ridge Trail priorities, SFPUC South Skyline Ridge Trail Extension, Stevens Creek Trail, etc.	Open	Open	Goal 3, Objective 3		\$0	\$0
68		Supporting Project	Stevens Creek Trail Signage	Install new trail signage for the regional Stevens Creek Trail to provide consistent signage across jurisdictions.	Continue regional trail signage pilot program at Monte Bello Preserve. Coordinate with regional trail partners, Santa Clara County Parks and other jurisdictions. Present proposed regional trail designation to LFPAC and Board for consideration pending coordination with regional partners.	Completed	Open	Completed	Goal 3, Objective 3		\$0	\$0
10 - General Fund Operating Total											\$537,250	\$291,750
30 - Measure AA Capital												
69		MAA02-001	Cooley Landing Interpretative Facilities Design and Implementation	Working in partnership with City of East Palo Alto, complete the final phases of Cooley Landing Park - Phases IV and V.	Complete habitat restoration work (third and final year of three-year contract).	Completed	Open	Completed	Goal 3, Objective 3		\$25,574	
70		MAA03-005	Purissima-to-the-Sea Trail and Parking Area	Plan for a new parking area and trail connecting the Coastal Trail on Highway 1 to the Bay Area Ridge Trail on Highway 35.	Continue feasibility studies of trail extension, parking area, connector trails and roadway crossings. Submit grant deliverables as due by February 2022. Conduct stakeholder and public outreach.	Finalize feasibility studies of trail extension, parking area, connector trails and roadway crossings and present results to PNR to confirm next steps. Initiate CEQA review and design development pending Board selection of preferred concept design.	Open	Open	Goal 3, Objective 3	Goal 1, Objective 2	\$302,227	\$264,496
71		MAA05-007	La Honda Creek Phase II Trail Connections	Implement Master Plan Phase II Trails to connect visitors from the Harrington Creek Trail to the central and northern areas of La Honda Creek Preserve.	Initiate technical studies, including biological assessments, wetland delineations, and cultural resource evaluations and develop permitting approach.	Develop design documents for trail improvements. Prepare and submit county and regulatory permit applications.	New	Open	Goal 3, Objective 3		\$95,573	\$191,049
72		MAA05-008	La Honda Creek White Barn Structural Rehabilitation	Preserve the La Honda Creek White Barn as a historical resource.	Complete environmental review, permitting, and solicit design build bids for the structural rehabilitation project.	Complete the repairs.	Open	Open	Goal 4, Objective 5		\$383,248	\$203,521
73		MAA05-009	La Honda Creek Redwood Cabin Removal and Site Restoration	Remove the La Honda Creek Redwood Cabin and restore the natural resource values of the site.	Complete environmental review, permitting and solicit bids for the demolition work.	Complete the demolition and site restoration work.	Open	Open	Goal 4, Objective 5		\$94,376	\$554,336
74		MAA05-XXX	Phase 2 - Paulin Bridge Replacements (2)	Facilitate future Bay Area Ridge Trail access from Upper La Honda Creek Preserve to El Corte de Madera Creek Preserve.	Begin assessment work and conceptual design.	Complete design plans, environmental review, and initiate permitting.	N/A	New	Goal 3, Objective 3			\$257,197
75		MAA06-002	Hawthorns Public Access Area Plan and CEQA	Complete a site-specific plan to guide future development of public access trails and a new staging area to open the property to public access.	Continue visioning and goal setting process with the Board; implement the public engagement process; hold public workshop; continue permitting discussions with the Town of Portola Valley; conduct biological surveys and wetland delineation.	With public and PNR input, develop draft public access site plan; forward the draft public access site plan as the CEQA project description for Board consideration to proceed with CEQA review; complete CEQA review.	Open	Open	Goal 1, Objective 2	Goal 3, Objective 3	\$112,105	\$58,581
76		MAA07-011	Phase II Loop Trails, Lower La Honda Creek OSP	Implement Master Plan Phase II Loop Trails to enhance public access in lower La Honda Creek preserve. One trail loop is planned for multi-use (hiking, biking, equestrian use) and the second loop trail is planned for hiking and equestrian use only. Loop trail(s) are to be evaluated for potential dog on-leash access.	Complete construction and close out building and grading permits. Evaluate suitability for on-leash dog access.	If appropriate, seek Board approval for on-leash dog access and coordinate signage and map updates.	Open	Open	Goal 3, Objective 3		\$131,137	\$52,710
77		MAA10-001	Alpine Road Regional Trail, Coal Creek	Trail improvements to enhance public access, repair damaged sections, and reduce further erosion and sedimentation downstream.	Finalize the construction documents and local/regulatory permitting. Complete the bid phase and begin Phase I construction. Enter into funding agreement with Santa Clara County for Stanford Recreation Mitigation Funds.	Complete contractor construction (Phase I). Finalize permitting and design for the Bypass Trail Reroute (Phase II).	Open	Open	Goal 3, Objective 3	Goal 4, Objective 5	\$2,378,116	\$782,041
78		MAA16-XXX	Long Ridge Trail Connection to Eagle Rock and Devils Canyon	Provide public access to an approximately one-mile trail connection to Eagle Rock and Devils Canyon.	Scope and conduct field investigations for conceptual trail connection to Eagle Rock and Devils Canyon Waterfall. Evaluate opportunities and constraints at site and document findings.	Confirm project goals. Conduct site assessment and evaluate potential for improved parking.	New	Open	Goal 3, Objective 3		\$4,260	\$144,618



Item #	Program & Fund	Project #	Project Name	Project Purpose	FY22 Scope	FY23 Scope	FY22 Status	FY23 Status	Strategic Plan Linkage (Primary)	Strategic Plan Linkage (Secondary)	FY22 Estimated Budget	FY23 Estimated Budget
Public Access, Education, and Outreach												
30 - Measure AA Capital												
79		MAA20-002	Bay Area Ridge Trail: Highway 17 Crossing	Provide a regional recreational trail across Highway 17 in Santa Clara County by constructing a new overcrossing near Los Gatos and Lexington Reservoir in close alignment with the HWY 17 Wildlife Crossing project MAA20-001.	Finalize technical field studies, continue collaboration with Caltrans to develop CEQA/NEPA, hire ADA/ABA consultant to assist with basis of design for trails crossings, initiate and complete three Use and Management Plan amendments for extension of the Ridge Trail connection at El Sereno, St. Josephs Hill, and Sierra Azul Preserves; obtain PNR concurrence and Board approval for the CEQA project description for the U&M Plan amendments, complete environmental analysis, initiate and finalize MOUs with at least five partner agencies, and continue seeking funding opportunities. Confirm location of the connecting trail alignments specifically El Sereno to Sanborn connection. Continue design, initial permit development and field studies to support CEQA.	Issue RFQP for consultant permitting assistance, develop preliminary design and resource agency permits in coordination with Caltrans, resource agencies, and partners.	Open	Open	Goal 1, Objective 2	Goal 3, Objective 3	\$683,554	\$1,409,899
80		MAA21-004	Bear Creek Stables Repairs	Implement repairs to maintain public and equestrian use, including repairs to ensure reliable water source.	Solicit bids for repair work and begin repairs.	Continue repair work.	Open	Open	Goal 3, Objective 3	Goal 4, Objective 5	\$1,734,402	\$2,730,361
81		MAA21-006	Bear Creek Redwoods - Alma College Cultural Landscape Rehabilitation	Implement the Alma College Cultural Landscape Rehabilitation Plan.	Complete construction and close out project.	Completed	Open	Completed	Goal 3, Objective 2	Goal 3, Objective 3	\$3,447,066	
82		MAA21-011	Phase II Trail Improvements, Bear Creek Redwoods OSP	Implement Preserve Master Plan Phase II trail improvements to open the northeastern part of the preserve to public access.	Finish design work. Secure regulatory permits, including Caltrans/County Right-of-Way Permit. Solicit bids for construction work. Initiate bridge and culvert construction. Conduct biomonitoring and revegetation/reseeding as needed.	Construction of Phase II trails, including the new connecting trail and trailhead to the BCR/Hwy 17m junction.	Open	Open	Goal 3, Objective 3	Goal 4, Objective 5	\$1,114,250	\$1,161,710
83		MAA22-004	Beatty Parking Area and Trail Connections	Design and build a new parking lot at Beatty property and a trail connection to Sierra Azul Open Space Preserve.	Continue coordination with Santa Clara County Parks to enter into an agreement to extend trail deadline under the 2008 Conservation Easement.  Parking area and trail project are on hold pending newt study results and recommendations, and subsequent Board direction.	TBD based on results of newt study and Board direction.	Open	Open	Goal 3, Objective 3		\$255,580	\$155,429
84		MAA22-005	Beatty House Removal and Site Restoration	Complete the demolition and debris removal of the Beatty House located within the Sierra Azul Open Space Preserve and restore the natural resource values of the site.	Complete CEQA review and certification.	Complete permitting and coordination with the Santa Clara County Planning and Historic Heritage Commission. Develop construction bid package.	Open	Open	Goal 4, Objective 5		\$66,547	\$414,424
85		MAA25-002	Billingsley Property Site Cleanup	Purchase property for future "Mt. Umunhum to the Sea Trail". Complete the demolition of structures and site clean up of the Billingsley property in Sierra Azul Preserve to remove hazards and restore natural resource values of the site, as approved by the Board as part of the property purchase.	Secure permits. Develop the demolition bid package, solicit bids, and award the contract. Complete the demolition and site restoration work and closeout project.	Completed.	Open	Completed	Goal 1, Objective 4		\$281,931	
30 - Measure AA Capital Total											\$11,109,947	\$8,380,372
40 - General Fund Capital												
86		31901	ADA Barrier Removal	Implement ADA barrier removals as identified and prioritized in the Board-approved ADA Transition Plan Update; includes developing cost estimates, tracking, and reporting accomplishments.	Complete Year 3 of barrier removals.	Complete Year 4 of barrier removals.	Open	Open	Goal 2, Objective 2		\$645,000	\$1,373,000
87		35006	Kennedy Restroom Replacement	Provide quality restrooms to improve the visitor experience and facilitate maintenance activities.	Complete design work and conduct CEQA. Conduct public outreach and engagement. Secure permits.	Develop bid package. Solicit bids and award contract. Complete restroom replacement.	Open	Open	Goal 4, Objective 5		\$153,500	\$158,500
88		MAA21-004	Bear Creek Stables Repairs (Fund 40 funded work)	Implement repairs to maintain public and equestrian use, including repairs to ensure reliable water source.	Solicit bids for repair work and begin repairs.	Continue repair work.	Open	Open	Goal 3, Objective 3	Goal 4, Objective 5		\$500,000
89		VP14-XXX	California Riding & Hiking Trails	Pursue viable sections of the California Riding & Hiking Trail at Russian Ridge, Teague Hill to Huddart Park and Lower La Honda Creek to Sam McDonald County Park to expand opportunities for trail connections.	Evaluate alignment and viability of existing California Riding & Hiking Trail easements held by the State of California. Work with State Parks on obtaining quitclaim deeds for easements to be transferred to District and potentially San Mateo County Parks.	Complete transfer of California Riding & Hiking trails.	New	Open	Goal 1, Objective 2		\$15,000	\$2,500
90		VP23-003	Mount Umunhum - Radar Tower Repair	Complete repairs to the Mount Umunhum Radar Tower in accordance with the Board's "retain and seal" decision and approval of repair options.	Complete the repairs, which include: abatement of all interior hazardous materials, installation of new roofing, exterior concrete and rebar repairs, fall protection and site safety improvements, drainage improvements, installation of new window ventilation louvers, and wildlife screening.	Completed	Open	Completed	Goal 4, Objective 5		\$1,618,000	
91		XXXXX	Bear Creek Redwoods North Parking Area	Construct new North Parking Area to expand and improve parking capacity at Bear Creek Redwoods Preserve as prioritized in Phase III of the Bear Creek Redwoods Preserve Plan.	N/A	Prepare planning and technical studies for conceptual design alternatives. Initiate public outreach and stakeholder engagement on conceptual site plan alternatives. Present site plan options to PNR Committee.	N/A	New	Goal 3, Objective 3			\$100,000
92		XXXXX	FFO Trail Bridge Replacements	Maintain safe trail use to continue public access within Preserves by replacing two wooden bridges.	Scope, plan, develop design documents, and initiate local/regulatory permitting.	Secure permits and complete construction.	New	Open	Goal 3, Objective 3	Goal 4, Objective 5	\$70,000	\$42,500



Item #	Program & Fund	Project #	Project Name	Project Purpose	FY22 Scope	FY23 Scope	FY22 Status	FY23 Status	Strategic Plan Linkage (Primary)	Strategic Plan Linkage (Secondary)	FY22 Estimated Budget	FY23 Estimated Budget
Public Access, Education, and Outreach												
40 - General Fund Capital												
93		XXXXX	Johnston Ranch Loop Trail and Parking Area	Complete improvements to existing parking area and new trail loop at Johnston Ranch property that aligns with City of Half Moon Bay's Local Coastal Program and Parks Master Plan.	N/A	In coordination with the City of Half Moon Bay and POST, conduct site assessments, plan and initiate basis of conceptual design of improvements for the existing parking area and new loop trail. Initiate public and stakeholder outreach and engagement. Conduct trail scouting.	N/A	New	Goal 3, Objective 3		\$0	\$30,000
94		XXXXX	Kennedy Trail Retaining Wall	Enhance safety for emergency vehicle access along a narrow segment of Kennedy Trail.	Scope project, complete property survey work, complete road/retaining wall design, conduct CEQA review and initiate permits.	Secure permits. Develop bid package, solicit bids, and award contract.	New	Open	Goal 4, Objective 5		\$217,000	\$330,000
40 - General Fund Capital Total											\$2,718,500	\$2,536,500
Public Access, Education, and Outreach Total											\$14,365,697	\$11,208,622
Assets and Organizational Support												
10 - General Fund Operating												
95		10001	Records Management	To prepare for Midpen's move to a new office building in spring 2022, staff will use the Board-approved retention schedule to inventory and digitize paper files.	Complete records inventory. Continue document digitization. Continue implementation of Trusted Records Management System in compliance with CA Government Code 12168.7(c). Begin proper disposition of paper documents per the Board-approved retention schedule once documents are inputted into the trusted electronic system.	Continue document digitization. Continue input of digitized documents into the Electronic Document Management System and proper disposition of paper documents.	Open	Open	Goal 4, Objective 1		\$79,000	\$12,000
96		10002	San Mateo County Master Permit	Develop a Master Permit with San Mateo County to streamline project implementation.	Prepare master permit application and initiate stakeholder engagement.	Submit master permit application for County review. Conduct CEQA Review for covered activities. Continue stakeholder engagement. Work with County to advance master permit approval.	Open	Open	Goal 4, Objective 2		\$40,000	
97		31902	Historic Resources Procedural Guide/Inventory	Develop an administrative historic resources procedural guide as a guiding document for consistent historic resource management and update existing database to a comprehensive historic resources inventory.	With assistance of a historic resources consultant, develop historic resource database framework. Design/modify systems to support the framework, including the electronic document management system, geographic information system, and work order and asset management system. Update historic resources procedural guide with any new practices and inventory management processes.	Locate and centralize historic evaluation and assessment documentation in District files. Finalize systems and applications and begin populating dataset with historic resources assessment data consistent with new framework. Finalize historic resources procedural guide.	Open	Open	Goal 4, Objective 2		\$15,000	\$10,000
98		40013	50th Anniversary Planning	Commemorate 50 years of public open space preservation, restoration and connections.	Finalize plans for series of events and activities that kick off in January 2022.	Continue series of anniversary events and activities, culminating with science symposium and anniversary gathering.	Open	Open	Goal 2, Objective 1	Goal 3, Objective 1	\$254,500	\$230,500
99		50005	Tyler Munis Enterprise Resource Planning (ERP) Migration	Migrate Tyler New World ERP System to Tyler Munis, a modern cloud ERP that provides substantially more functionality than the current on-premise solution. The new functionality will streamline many finance and HR business processes and enable paperless workflows.	Migrate data from New World System to Munis. Go-Live in Quarter 3.	Investigate additional workflow automations and new Human Resources Information System (HRIS) and FM Modules.	Open	Open	Goal 1, Objective 4		\$118,862	\$37,158
100		51704	Ward Boundary Redistricting	Adjust ward boundaries following the 2020 Census as required by law to ensure proper representation based on changes to populations per new Census data.	Finalize analysis, produce maps and written descriptions, and present findings to Board for consideration of final adoption. Submit final ward boundary maps and data to county offices.	Completed	Open	Completed	Goal 4, Objective 2	Goal 3, Objective 4	\$33,000	\$0
101		61016	Burkhart Spring Construction	Repair springbox damaged by slide and improve water infrastructure to Stevens Creek Ranch residence and neighbor who holds water rights.	Complete waterline construction.	Completed	Open	Completed	Goal 4, Objective 5	Goal 2, Objective 2	\$21,250	
102		Supporting Project	Basic Policy Update	Update the Basic Policy to reference the 2003 Coastal Service Plan policies as appropriate and reflect any new policy changes since its 1999 adoption.	Compile and review current districtwide policies, guidelines and practices. Evaluate gaps, inconsistencies and/or areas requiring greater clarification. Develop a framework for the Basic Policy update. Develop public and stakeholder engagement strategy.	Obtain LFPAC and Board approval of public and stakeholder engagement strategy. Conduct outreach and engagement throughout the District's jurisdiction including both Coastside. Draft basic policy update based on Board, public and stakeholder input.	Open	Open	Goal 2, Objective 5	Goal 3, Objective 1	\$0	\$0
103		Supporting Project	Bear Creek Stables Operator RFP/Lease	Enter into agreement with long term tenant to manage Bear Creek Stables operation.	Issue Request for Proposals. Review/rank/interview proposers and prepare recommendation for Board approval. Enter into a long term lease with a stables operator.	Monitor new lease operation.	Open	Open	Goal 4, Objective 5	Goal 3, Objective 3	\$0	\$0
104		Supporting Project	Coastside Lands Management Plan	Develop Management Plan for existing and future Coastal Preserves evaluating potential new land purchase opportunities, management, restoration and future public access priorities to identify staffing and facilities needs on the San Mateo Coast.	Collate information to compare alignment with acquisition, public access and land management targets established in the Coastal Service Plan. Evaluate existing management practices, trends and projections within the Service Plan area. Identify possible options for updating the coastal management targets.	Develop and implement options for updating the coastal land management targets.	Open	Open	Goal 4, Objective 2	Goal 1, Objective 4	\$0	\$0
105		Supporting Project	Customer Relationship Management (CRM)	Provide more efficient management of public notification and engagement processes, including mailings/email notifications, and create consistent contact management for contact information of partners, vendors and outside organizations.	Select, configure and go-live with new CRM solution. The focus will be on creating a seamless list management system for public notification. Train departments in data integrity and management.	Implement additional CRM functionality to track public and partner engagement across departments. Train departments in new features.	Open	Open	Goal 4, Objective 1	Goal 3, Objective 2	\$0	\$0
106		Supporting Project	Design-Build Legislation	Provide District with permanent ability to utilize design-build contracting for capital projects as a useful contracting tool.	Conduct background research on utilization and efficiencies. Refine existing legislation based on lessons learned. Conduct outreach to stakeholders and introduce legislation January 2022.	Work with delegation to seek passage of legislation by August 31, 2022.	New	Open	Goal 1, Objective 3	Goal 4, Objective 5	\$0	\$0



Item #	Program & Fund	Project #	Project Name	Project Purpose	FY22 Scope	FY23 Scope	FY22 Status	FY23 Status	Strategic Plan Linkage (Primary)	Strategic Plan Linkage (Secondary)	FY22 Estimated Budget	FY23 Estimated Budget
Assets and Organizational Support												
10 - General Fund Operating												
107		Supporting Project	Emergency/Disaster Preparedness Response and Recovery Plan	Conduct a review of agency policies, practices and industry best practices to develop a comprehensive District-wide Emergency/Disaster Preparedness, Response and Recovery Plan.	Develop Business Continuity Plan for the Administrative Office and IT infrastructure. Update the Emergency/Disaster Preparedness Response and Recovery Plan and align with the Business Continuity Plan.	Completed	Open	Completed	Goal 2, Objective 4	Goal 4, Objective 3	\$0	\$0
108		Supporting Project	Environmentally Preferable Purchasing Policy	Implement an Environmentally Preferable Purchasing Policy for Board approval that furthers the District's Climate Change Policy and supports the Climate Action Plan.	Complete research work, draft policy, and present to LFPAC for concurrence and to the full Board for approval. Begin implementing policy.	Completed	New	Completed	Goal 4, Objective 2		\$0	\$0
109		Supporting Project	Fire Suppression Program: Review Staffing, Equipment and Training	Review and update the Fire Suppression Program to remain well prepared for future fire suppression events.	Present findings and recommendations to the Board for review and approval and begin implementation as appropriate.	Continue implementation as necessary.	Open	Open	Goal 2, Objective 4		\$0	\$0
110		Supporting Project	Fleet Management	The IT Master Plan recommends implementing a Fleet Management System to plan, program, and track the management (including replacements and maintenance) of the District's vehicle and equipment fleet.	N/A	Scope and research Fleet Management Systems.	N/A	New	Goal 4, Objective 1		\$0	\$0
111		Supporting Project	Fleet Transition Plan	Create a medium to long term plan to transition the District fleet away from fossil fuels, as an item under the Climate Action Plan.	Release an RFPQ, hire a consultant, and manage the production of a Fleet Transition Plan to inform future fleet management decisions, including replacements and purchases.	Completed	New	Completed	Goal 2, Objective 3	Goal 4, Objective 2	\$0	\$0
112		Supporting Project	GIS Strategic Plan	The IT Master Plan recommends developing a GIS Strategic Plan that will establish a unified vision, goals and objectives for the GIS Program, provide a framework for department staff and other stakeholders to efficiently and effectively use geospatial technology, and prepare a roadmap for the future of GIS at Midpen.	N/A	Procure a consultant through a RFPQ process to develop the GIS Strategic Plan by gathering information, conducting department interviews, and synthesizing information within a final report.	N/A	New	Goal 4, Objective 1	Goal 4, Objective 2	\$0	\$0
113		Supporting Project	Good Neighbor Policy Update	Review and update the Good Neighbor policy as appropriate to ensure policy remains fresh and effective in maintaining positive relationships with neighbors/adjacent landowners.	Solicit public input on Good Neighbor Policy revisions. Prepare draft recommendations and policy revisions for Board consideration of approval. Post updated policy online and publish revised Good Neighbor brochure.	Completed	Open	Completed	Goal 3, Objective 2	Goal 3, Objective 3	\$0	\$0
114		Supporting Project	Nuisance Abatement Legislation	Pursue legislation to streamline response and reduce costs associated with the abatement of encroachments and other nuisances on District lands.	Work with delegation to pursue legislation that enables independent special districts defined in Public Resources Code Section 5500 to define and administer their own nuisance abatement policies.	Continue work in the event the proposed bill becomes a two-year bill.	New	Open	Goal 1, Objective 3		\$0	\$0
115		Supporting Project	Preserve Use Permit System	The IT Master Plan recommends replacing the current legacy access database and manual process for preserve use permits using an online permit system to improve efficiencies, expand automation, and improve tracking and metrics.	N/A	Begin development and of Permit Management System.	N/A	New	Goal 4, Objective 1		\$0	\$0
116		Supporting Project	Phone System	Migrate legacy phone system to a modern system for increased reliability, functionality, and to ensure ongoing support and scalability.	Investigate, select, procure, and implement new phone system.	Completed	New	Completed	Goal 4, Objective 1		\$0	\$0
117		Supporting Project	Public GIS Hub	The IT Master Plan recommends building a comprehensive online hub of GIS resources for the public and community stakeholders to access Midpen GIS data services and discover interactive mapping applications, dashboards, and StoryMaps for ease of public retrieval and use. There is a demand for this technology and this hub will lay the foundation for creating and sharing content with the surrounding community.	Gather requirements and prioritize data service and application needs. Author data Extract, Transform, and Load (ETL) procedures, publish services to ArcGIS Online (AGO), create views, and build open data library. Develop beta ArcGIS Hub site. Begin developing high-priority beta applications.	Go-live with ArcGIS Hub site and applications. Update Midpen webpages. Promote on social media.	New	Open	Goal 3, Objective 2	Goal 4, Objective 2	\$0	\$0
118		Supporting Project	Real Property Database	Implement an enterprise geographic information system (E-GIS) integrated data management system capable of providing reports on all aspects of Midpen's land transactions.	Facilitate additional training, support user adoption and implement system refinements as needed.	Completed	Open	Completed	Goal 4, Objective 1	Goal 4, Objective 2	\$0	\$0
119		Supporting Project	SharePoint - Document Management System	Continue building out Midpen's SharePoint platform on Office 365 to provide a cloud based document management system that support remote working and ease of document retrieval/storage/transmittal/review.	Begin designing a comprehensive paperless workflow approach. Investigate integration between SharePoint, Laserfiche, Munis ERP, electronic signature and final records repository. Continue network drive departmental migrations to electronic document management systems.	Begin implementation of high priority paperless workflow processes. Continue network drive departmental migrations to electronic document management systems.	Open	Open	Goal 4, Objective 1		\$0	\$0
120		Supporting Project	Trail Information System Project	To fulfill Preserve User Survey Implementation actions, develop and implement a program for collecting and presenting quantitative trail information to assist visitors in assessing and selecting what trails to explore.	Develop web mapping application and pilot data collection, processing and representation for two preserves: Skyline Ridge and Rancho San Antonio. Solicit public feedback on public facing products.	Refine data collection methodology and final products, and assess for expansion of pilot to District scale.	New	Open	Goal 3, Objective 3		\$0	\$0
121		Supporting Project	Volunteer and Docent Management System	The current website hosts the Volunteer and Docent Management System, however, the website is being upgraded and can no longer support this functionality. As a result, a new Volunteer and Docent Management System needs to be developed and implemented to ensure proper communications, scheduling, tracking, etc. of volunteer and docent program activities.	Make refinements to the new Volunteer and Docent Management System (that is planned to go-live in FY21) as necessary.	Completed	Open	Completed	Goal 4, Objective 1		\$0	\$0
10 - General Fund Operating Total											\$561,612	\$289,658
20 - Hawthorn Fund												
122		XXXXX	Hawthorn Roof Replacement	Conduct critical maintenance repairs to support the long-term preservation of a historical structure.	Work with historic architect on reroof alternatives and design. Coordinate with Town of Portola Valley on permits. Begin environmental review.	Complete design, complete CEQA review, and secure permits. Prepare bid package, solicit bids, and award contract.	New	Open	Goal 4, Objective 5		\$47,300	\$285,000
20 - Hawthorn Fund Total											\$47,300	\$285,000

Item #	Program & Fund	Project #	Project Name	Project Purpose	FY22 Scope	FY23 Scope	FY22 Status	FY23 Status	Strategic Plan Linkage (Primary)	Strategic Plan Linkage (Secondary)	FY22 Estimated Budget	FY23 Estimated Budget
Assets and Organizational Support												
40 - General Fund Capital												
123		31202-11-100000	New Administrative Office (AO) Facility	Prepare 5050 El Camino as the new administrative office.	Finish construction. Install new interpretive exhibits and elements. Install owner-furnished items. Train key staff on new systems management/trouble-shoot as necessary. Hire move company and address logistics for moving into the building. Hold public open house.	Project closeout and address post-construction matters.	Open	Open	Goal 4, Objective 1	Goal 4, Objective 5	\$16,445,813	\$20,000
124		35004	Sierra Azul Ranger Residence	Repurpose and repair existing structure as residence to enhance onsite presence, monitoring, and off-hours response at Sierra Azul Preserve. Repave driveway from Pheasant Road to South Area Outpost.	Complete structural assessment and complete repair plans. Secure/resolve permits. Develop bid package, solicit bids, and award contract. Begin construction.	Complete construction and receive building occupancy. Begin oversight of plant installation/maintenance.	Open	Open	Goal 4, Objective 1	Goal 4, Objective 5	\$410,000	\$55,000
125		61009	Russian Ridge - Bergman Residences Reconstruction	Address non-conforming Bergman housing complex structures, demolishing two and improving remaining three as rental residences.	Complete Board-approved demolition of the Grandma house, original horse stable building and outbuilding.	Completed	Open	Completed	Goal 4, Objective 5		\$173,500	
126		61010	Toto Ranch Well Drilling and Construction, Tunitas Creek	Provide a consistent water source for the Toto Ranch residence.	Pending receiving permits, drill well and connect to residential water system.	Completed	Open	Completed	Goal 2, Objective 5		\$227,425	
127		61020	Thornewood Residence Evaluation	Complete historic evaluation and structural evaluation of the Thornewood residence to inform repair plan of a historic structure.	Complete structure evaluation and implement Board direction for structure disposition.	TBD based on Board-approved direction.	Open	Open	Goal 4, Objective 5		\$46,000	\$230,000
128		65407	Radio System Assessment and Upgrade	Ensure District's radio system remains operational and reliable. Provide radio coverage within new land acquisitions and address coverage gaps in existing high-use areas.	Develop RFB for new equipment purchase and installation based on Board approved scope. Select vendor, purchase equipment, pursue new tower space and begin installation of new system.	Continue installation of new radio system. Replace all handheld and vehicle radios. Conduct testing of new system. Once testing is complete, conduct final cleanup, cutover and final acceptance.	Open	Open	Goal 4, Objective 1		\$1,178,212	\$1,445,000
129		None	Vehicle and Machinery/Equipment Purchases	Provide necessary vehicles and equipment for Administrative and Field Office staff to further the District's mission and meet project delivery and service delivery commitments.	Possibly replace 2 patrol vehicles and purchase an additional patrol vehicle (Ford F350 or similar). Replace one Maintenance vehicle, (Ford F350) and purchase an additional Ford F550 or similar. Purchase two different pieces of equipment.	Possibly replace two vehicles and purchase two additional maintenance trucks. Assess the need for two additional pieces of equipment, possibly mid-size excavator and a transport trailer.	Recurring	Recurring	Goal 4, Objective 1	Goal 4, Objective 5	\$760,000	\$465,000
130		VP07-002	Agricultural Workforce Housing - La Honda Creek	Construct agricultural workforce housing to support Midpen's conservation grazing program.	Finish construction. Conduct biomonitoring and begin revegetation/reseeding.	Completed	Open	Completed	Goal 2, Objective 5		\$178,000	
131		XXXXX	Red Barn Roof Repair	Long term preservation of historic structure.	Scope roof repair and biological, historical and materials requirements. Contract with historic architect.	Begin implementation of recommendations.	New	Open	Goal 4, Objective 5	Goal 2, Objective 5	\$141,500	\$220,000
132		XXXXX	Structure Disposition	Assess condition of vacant structures and gather information to determine long term disposition.	Conduct research and assess conditions of two to three structures. Develop disposition recommendations for Board consideration. Based on Board direction, develop plans, pursue permits, conduct environmental review for Board certification and project approval.	Complete implementation actions for structures evaluated in FY22. Conduct research and assess conditions of an additional two to three structures. Develop disposition recommendations for Board consideration and direction.	New	Open	Goal 4, Objective 5		\$266,500	\$524,500
133		XXXXX	Quam Residence Disposition and Road Repair	Evaluate cost of driveway repair. Compare with potential rental revenue return for Quam residence and demolition cost. Bring to Board for decision on disposition of the structure. Either demolish the structure or repair driveway.	If driveway repair approved, install road base along 4,300 feet of road. Replace 5 culverts and repair/clean two 16" culverts. Alternately limit driveway repair extent to former Bergman residences.	If demolition approved demolish primary residential structure and five ancillary structures.	Open	Open	Goal 4, Objective 5		\$207,000	
40 - General Fund Capital Total											\$20,033,950	\$2,959,500
Assets and Organizational Support Total											\$20,642,862	\$3,534,158
Grand Total											\$39,869,654	\$21,266,582



**FY22/FY23 Capital Improvement and Action Plan  
Board Retreat #2**

Attachment #3

**Grant Income**

CIAP Ref #	Grant/Partnership/Other	Project #	Total Grants in FY22	Total Grants in FY23
<i>California Rivers Parkways Program</i>				
82	Phase II Trail Improvements, Bear Creek Redwoods OSP	MAA21-011	1,114,250	669,517
<i>CalRecycle Farm &amp; Ranch Clean-up Grant</i>				
44	Purisima Upland Site Clean up and Soil Remediation Assessment	MAA03-002		85,000
<i>Coastal Conservancy Grant</i>				
70	Purisima-to-the-Sea Trail and Parking Area	MAA03-005	143,500	
<i>D2: Revitalize Stream, Upland and Wetland Habitats</i>				
24	IPM Implementation of Santa Clara Valley Water District Grant	80065	200,000	200,000
<i>D3: Grants and Partnerships to Restore Wildlife</i>				
83	Beatty Parking Area and Trail Connections	MAA22-004	149,906	
53	Hendrys Creek Property Land Restoration	MAA22-001	188,422	
<i>Santa Clara County Stanford Mitigation</i>				
77	Alpine Road Regional Trail, Coal Creek	MAA10-001	272,211	
<b>Total</b>			<b>\$ 2,068,289</b>	<b>\$ 954,517</b>

**FY22/FY23 Capital Improvement and Action Plan**  
**Board Retreat #2**

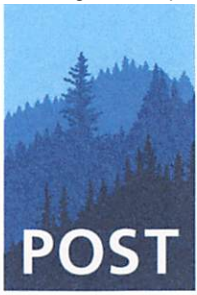
Attachment #3

**Categories of Interest Project Summary**

CIAP Ref #	Category & Project Name	Project #	Total FY22 Estimated Budget	Total FY23 Estimated Budget
<b><i>Agriculture**</i></b>				
126	Toto Ranch Well Drilling and Construction, Tunitas Creek	61010	\$ 227,425	
54	Toto Ranch North Water Line	61021	-	117,000
42	Remediation Plan and Ranch Debris Clean Up, Madonna Creek Ranch	MAA01-004	8,000	6,000
2	Johnston Ranch Land Acquisition	MAA01-005	47,250	
3	South Cowell Upland Land Conservation	MAA03-006	14,000	
45	Purisima-to-the-Sea Habitat Enhancement and Water Supply Improvement P	MAA03-XXX	130,000	255,000
46	Lone Madrone Ranch Fence Installation	MAA05-011	29,500	173,000
49	Mindego Ranch South Pasture	MAA09-006	107,000	
130	Agricultural Workforce Housing - La Honda Creek	VP07-002	178,000	
8	Cloverdale Ranch Land Opportunity	VP13-001	87,000	65,000
15	Lower San Gregorio Creek Watershed Land Conservation	VP39-001	20,000	12,500
29	Ecological Health and Biodiversity Monitoring	XXXXX		65,000
33	Agricultural Policy	Supporting*	-	-
104	Coastside Lands Management Plan	Supporting*	-	-
35	Drought Response and Resiliency Plan	Supporting*	-	-
113	Good Neighbor Policy Update	Supporting*	-	-
<b><i>Agriculture Total</i></b>			<b>\$ 848,175</b>	<b>\$ 693,500</b>
<b><i>Diversity</i></b>				
86	ADA Barrier Removal	31901	\$ 645,000	\$ 1,373,000
98	50th Anniversary Planning	40013	254,500	230,500
100	Ward Boundary Redistricting	51704	33,000	-
25	Amah Mutsun Land Trust Native Garden	80066		50,000
69	Cooley Landing Interpretative Facilities Design and Implementation	MAA02-001	25,000	
60	Rancho San Antonio (RSA) Multimodal Access	VP11-001	25,000	25,000
61	Rancho San Antonio ADA Path to Deer Hollow Farm	XXXXX	50,000	85,000
62	Cooley Landing Site Use Agreements	Supporting*	-	-
66	Preserve Use Survey Implementation	Supporting*	-	-
67	Regional Trails Planning and Coordination	Supporting*	-	-
<b><i>Diversity Total</i></b>			<b>\$ 1,032,500</b>	<b>\$ 1,763,500</b>
<b><i>Fire Prevention</i></b>				
17	Fuel Reduction Implementation	61017	\$ 620,000	\$ 660,000
18	Los Gatos Creek Watershed - Wildland Fire Resiliency	61023	\$350,000	350,000
19	Wildland Fire Resiliency Program	80003-10	258,000	235,000
23	Districtwide Vegetation Mapping	80063	33,600	35,000
46	Restoration Forestry Demonstration Project	MAA05-010	337,000	560,000
51	Bear Creek Redwoods Preserve Plan: Invasive Weed Treatment and Restorati	MAA21-007	150,000	100,000
30	Irish Ridge Restoration	XXXXX	75,000	225,000
109	Fire Suppression Program: Review Staffing, Equipment and Training	Supporting*	-	-
<b><i>Fire Prevention Total</i></b>			<b>\$ 1,823,600</b>	<b>\$ 2,165,000</b>
<b>Total</b>			<b>\$ 3,704,275</b>	<b>\$ 4,622,000</b>

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

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

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**President**

Walter T. Moore

February 24, 2021

Midpeninsula Regional Open Space District  
 330 Distel Circle  
 Los Altos, CA 94022

Re: Action Plan – Fiscal Year 2020-21

Board of Directors:

On Thursday, March 4, 2021 the District's Board of Directors will consider new projects to include in the District's action plan for the upcoming fiscal year. As the Board considers priority projects, I want to express POST's appreciation to staff and Board on the District's strong partnership over the course of a year which brought challenges that few of us could ever have imagined. Faced with a global pandemic and catastrophic wildfire previously unknown to our region, our collective work of protecting open space lands and making land available for public enjoyment and use is more important than ever. The District's response to these crises was remarkable – particularly the frontline response to CZU Lightning Complex Fire and adaptations at District preserves to respond to increased interest in outdoor recreation. Still, we also made tremendous progress on many existing shared priorities.

I want to particularly thank District staff for their partnership and leadership on acquisition projects that advanced protection of agriculture and regional trail connections (Gordon Ridge, South Cowell, and El Sereno), research that identified core habitat and critical movement corridors for wildlife, and essential policy efforts that will further the protection of regionally significant ranches and farms on the San Mateo Coast. A complete list of ongoing collaborations is attached.

COVID has brought a renewed appreciation for and increased interest in our network of protected lands, and at the same time the CZU Fire brought home the existential threat posed by climate change to the abundance of habitats and wildlife these lands support. In the coming year, the long-standing, strategic partnership between our organizations will be as important as ever, and POST and the District are poised to advance a regional conservation vision that benefits wildlife and people across the Peninsula including: advancing scientific research and discourse on local wildlife populations and linkages; coordination on protection of ranches and farms on the San Mateo Coast that preserve scenic vistas and watersheds and provide food to local communities; ecologically sensitive forest management and fuel reduction to protect our forests and communities; and advancing regional trail connections and wildlife linkages through implementation of POST's Bay To Sea Trail vision and continued work on trail and wildlife connections across Highway 17.

Midpeninsula Regional Open Space District  
February 24, 2021  
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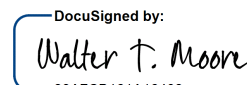
Making progress towards the transfer of Cloverdale Ranch remains a top priority for POST in the year ahead. Over the past two years our staff have worked closely to document existing conditions and develop resources and infrastructure on the property, as well as initiating community outreach to build support for the District's acquisition of Cloverdale. POST is committed to partnering with the District on engagement of stakeholders in and around Pescadero and collaborating on efforts to leverage Measure AA funds for the acquisition. Ultimately, we are partnering to create a new open space preserve (second only in size to Sierra Azul) to serve community members on the San Mateo Coast and throughout the District's service area.

We are also excited about the abundant opportunities to connect more communities to our lands through the development of regional trails (Purissima-to-the-Sea Trail, Johnston Ranch to Miramontes Ridge, Bay Area Ridge Trail); increased access close to communities in Los Gatos (Bear Creek Redwoods), Pescadero (Cloverdale Ranch), and Half Moon Bay (Johnston and South Cowell Ranches), and Portola Valley (the Hawthorns property), and examining how to integrate our regional trails and preserves with active transportation networks to further increase access in a sustainable way.

We appreciate the complexity of the task before staff and the District board in prioritizing allocation of resources among many worthy projects. POST remains excited about partnering with the District on a broad range of priority projects to expand opportunities for public access and protect natural resources, as well as continuing to help the District leverage Measure AA funding on critical projects throughout the region.

Thank you for the opportunity to submit comments. Daniel Olstein, POST's Director of Land Stewardship plans to attend the Board's study session on March 4th and will be happy to answer any questions.

With best regards,

DocuSigned by:  
  
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Walter T. Moore  
President

Midpeninsula Regional Open Space District  
February 24, 2021  
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Attachment  
Collaborative Projects

- Continued exploration of acquisition of Cloverdale Ranch (MAA Project #13);
- Coordination on acquisition of Johnston Ranch uplands, which would allow for new public access opportunities near Half Moon Bay and a trailhead for eventual connection to Miramontes Ridge OSP (MAA Project #1);
- Planning and/or implementation of projects integral to POST's regional Bay to Sea Trail vision including: Dumbarton Rail Corridor stakeholder engagement; Hwy 35 multiuse trail crossing and parking study at Purisima Creek Redwoods; continuation of planning for Purisima-to-the-Sea Trail; and South Cowell land division to optimize alignment and access from the Coastsides (MAA Project #3);
- Expansion of public access at Bear Creek Redwoods (MAA Project #21);
- Bay Area Ridge Trail and wildlife crossings at Highway 17 near Lexington Reservoir (MAA Project #20);
- Collaboration among agencies and stakeholders to address the new mortality hotspot on Alma Bridge Road;
- Advancing a plan for Alpine Road trail improvements (MAA Project #10);
- Protection of agriculture on the San Mateo Coast including farm and ranch land and riparian habitats in the lower San Gregorio and Pescadero/Butano Creek watersheds;
- Foundational research to identify core wildlife habitat (badger, bobcat, burrowing owl, mountain lion) and critical regional wildlife linkages;
- Ecologically responsible fuel reduction to increase regional forest resiliency and protect natural resources and human communities from the threat of catastrophic wildfire;
- Science Panel – topics of study include grazing, planning public access, and regional monitoring