



Midpeninsula Regional
Open Space District

R-21-72
Meeting 21-18
June 9, 2021

AGENDA ITEM 12

AGENDA ITEM

Fiscal Year 2021-22 Budget and Capital Improvement and Action Plan

GENERAL MANAGER'S RECOMMENDATION

1. Adopt a Resolution approving the Fiscal Year 2021-22 (FY22) Budget and Capital Improvement and Action Plan.
2. Adopt a Resolution approving the Classification and Compensation Plan for Fiscal Year 2021-22.

SUMMARY

The total Proposed FY22 budget totals \$73.5 million (\$89.6 million inclusive of the one-time New Administrative Office project), reflecting a 6% increase from the prior year with larger capital expenditures related to new radio infrastructure, repairs to the Mount Umunhum Radar Tower, and replacement of vehicles and machinery that do not meet current California emission guidelines. Included is the addition of a net of 4 regular positions to expand capacity in project and program delivery based on increases in acreage, facilities, and visitation, consistent with staffing projections in the Financial and Operational Sustainability Model (FOSM). In addition, 1 temporary position and temporary interns are also proposed to meet short-term needs for expanded public programming in FY22 and to gather and add trail conditions information into new trail signage, completing a priority action in the Preserve User Survey implementation plan. The increase in Fund 10 services and supplies is mainly due to the expanded efforts in preventing, preparing for, and responding to potential wildland fires. The FY22 CIAP is comprised of 87 Capital Projects and 30 Supporting Projects.

DISCUSSION

Annual Budget

The proposed Midpeninsula Regional Open Space District (District) FY22 budget is balanced, with estimated revenue of \$69.2 million and \$20.9 million in other funding sources totaling \$90.1 million. Property tax receipts make up most of the District's total revenue and other funding sources (70%), one-time new Administrative Office project (18%), bond reimbursements (6%), grants (4%), and other income (2%).

Annual property taxes are estimated at \$63.3 million for FY22. Estimated property tax revenues are up by \$2.6 million when compared to the current fiscal year amended (\$60.7 million in FY21). The increase in projected tax revenues is due to growth in Assessed Valuation (AV) and

the continued strong residential real estate market, taking into consideration possible impacts to commercial property values. When compared to the current fiscal year, total revenues of \$69.2 million are about \$2.8 million more than FY21 (\$66.4 million amended in FY21). Property taxes are projected to have modest growth (\$2.6 million) in FY22. Grant revenue is projected to increase by \$1.3 million, interest income is projected to decrease by \$0.7 million and rental income is projected to decrease by \$0.5 million because no rental income will be collected from 5050 El Camino while the new Administrative Office building is under construction.

The following Fund Balance transfers are proposed for FY22: \$300,000 from the General Fund Unassigned Fund Balance to the Committed for Promissory Note Fund and \$650,000 from the General Fund Unassigned Fund Balance to the Committed for Future Acquisitions & Capital Projects.

Expenditures proposed in the FY22 budget total \$89.6 million. Capital expenditures account for 36% of the budget, with salaries and benefits making up 31%, annual debt service at 18%, services and supplies at 15%, and Hawthorns fund expenditures at less than one percent. Attachment 1 includes the Resolution approving the FY22 Budget and Capital Improvement and Action Plan; see Exhibit A for the FY22 Budget Book. For additional details, please see the May 26, 2021, Board report *Budget and Action Plan Review* (R-21-68).

Capital Improvement and Action Plan

On December 7, 2020, the Board of Directors (Board) held its annual retreat to review the environmental scan prepared by staff and to adjust the District's Strategic Goals for FY22. Following the adjustment of the Strategic Goals, the Board held a second retreat on March 4, 2021, to establish the priorities for the following fiscal year for inclusion into the FY22 Budget and Action Plan.

The priorities established by the Board for FY22 fall within the following four programs:

1. Land Acquisition and Preservation – coastal/agricultural and watershed land protection
2. Natural Resource Protection and Restoration – wildlife crossing, climate resiliency, and habitat restoration
3. Public Access, Education and Outreach – new and enhanced access opportunities and regional trail connections
4. Assets and Organizational Support – operational efficiencies to better deliver on the mission

The proposed FY23 Capital Improvement and Action Plan (CIAP) reflects Board priorities as confirmed at the March 4, 2021 Board Priority Setting Retreat and is comprised of 87 Key Projects and 30 Supporting Projects.

Classification & Compensation Plan

The updated Classification and Compensation Plan (CCP) includes the Intern and Field Resource Specialist classification (two job classifications that were not previously included in the CCP). The resolution to approve these changes is attached to this report as Attachment 2.

FISCAL IMPACT

Final Board adoption of the Proposed FY22 Budget and Action Plan by the Board would authorize spending of \$64,773,725 from the General Fund (funds 10 and 40), \$124,500 from the Hawthorn Fund (fund 20), \$8,697,439 from Measure AA Fund (fund 30), and \$16,044,888 from Debt Service (fund 50) to accomplish the District's work plan for the next fiscal year. The proposed FY22 Budget and CIAP has been reviewed by the Controller and inputted into the 30-year fiscal model. The Controller confirmed that the proposed budget is within the parameters and expectations of the 30-year fiscal model.

The following table provides an overview of the FY22 budgeted revenues and expenditures, including the General Fund (funds 10 and 40), the Hawthorn Fund (fund 20), capital expenditures that are reimbursable from bond proceeds (fund 30), and debt service (fund 50).

FY22 Change in Fund Balance	Fund 10 General Fund	Fund 20 Hawthorns	Fund 30 Measure AA Capital	Fund 40 General Fund Capital	Fund 50 Debt Service	Total
Revenue						
Property Tax Revenues	\$57,778,577				\$5,560,000	\$63,338,577
Grants Awarded	314,000		3,088,932			3,402,932
Interest Income	465,000	5,000	209,000		19,000	698,000
Rental Income	1,239,100					1,239,100
Rancho San Antonio Agreement	394,555					394,555
Miscellaneous	100,000					100,000
Total Revenues	60,291,232	5,000	3,297,932	0	5,579,000	69,173,164
Other Funding Sources						
Bond Reimbursements			5,608,507			5,608,507
Hawthorns Funds		119,500				119,500
Assigned Fund Balance Transfers						0
Committed for Infrastructure Transfer				16,168,483		16,168,483
Committed for Future Acquisitions & Capital Projects	(650,000)					(650,000)
Committed for Capital Maintenance	0					0
Committed for Promissory Note	(300,000)					(300,000)
General Fund Transfers	(17,926,862)			7,191,637	10,735,225	0
Total Other Funding Sources	(18,876,862)	119,500	5,608,507	23,360,120	10,735,225	20,946,490
Grand Total: Revenues & Other Funding Sources	41,414,370	124,500	8,906,439	23,360,120	16,314,225	90,119,654
Expenses						
Operating	38,157,842	77,200				38,235,042
Labor Reimbursement	(619,300)					(619,300)
Capital & Projects	3,875,063	47,300	8,697,439	23,360,120		35,979,922
Debt Service (General Fund Debt)					10,735,225	10,735,225
Debt Service (Measure AA Debt)					5,309,663	5,309,663
Total Expenses	\$41,413,605	\$124,500	\$8,697,439	\$23,360,120	\$16,044,888	\$89,640,552
Change in Fund Balance	\$765	\$0	\$209,000	\$0	\$269,337	\$479,102

BOARD AND COMMITTEE REVIEW

- **December 7, 2020:** Board adoption of the FY22 Strategic Plan Goals and Objectives ([R-20-112](#), [minutes](#))
- **March 4, 2021:** Board review and affirmation of the FY22/FY23 Capital Improvement and Action Plan ([R-21-33](#), [minutes](#))
- **April 29, 2021:** Overview of the Proposed Fiscal Year 2021-22 Budget and Action Plan ([R-21-57](#), [minutes](#))
- **May 4, 2021:** Continuation of the Overview of the Proposed Fiscal Year 2021-22 Budget and Action Plan ([R-21-57](#), draft minutes (Attachment 3))
- **May 12, 2021:** Approval of a New Field Resource Specialist Position to Implement the Wildland Fire Resiliency Program ([R-21-60](#), [minutes](#))
- **May 26, 2021:** Overview of the Proposed Fiscal Year 2021-22 Budget and Action Plan ([R-21-68](#), [minutes](#))

PUBLIC NOTICE

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

CEQA COMPLIANCE

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

NEXT STEPS

The FY22 Budget would be in effect beginning July 1, 2021. Projects included in the FY22 CIAP would be implemented according to the scope outlined in the Budget Book.

Attachments:

1. Resolution Approving the FY22 Budget and Action Plan
2. Resolution Approving the Position Classification and Compensation Plan for Fiscal Year 2021-22
3. Draft Budget and Action Plan meeting minutes for May 4, 2021

Responsible Department Manager:

Stefan Jaskulak, Chief Financial Officer and Director of Administrative Services

Prepared by:

Rafaela Duran, Budget & Analysis Manager

Elissa Martinez, Management Analyst II

Lupe Hernandez, Management Analyst II

Staff contact:

Stefan Jaskulak, Chief Financial Officer and Director of Administrative Services

RESOLUTION NO. 21-___

RESOLUTION OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT ADOPTING THE BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2022 AND THE CAPITAL IMPROVEMENT AND ACTION PLAN 2022-2024

WHEREAS, the Board of Directors of the Midpeninsula Regional Open Space District desires to establish a Budget for the Fiscal Year Ending June 30, 2022 (Exhibit A – FY22 Budget and Action Plan); and

WHEREAS, the Board of Directors of the Midpeninsula Regional Open Space District desires to establish a Capital Improvement and Action Plan, which addresses the following program areas: Land Acquisition and Preservation; Natural Resources Protection and Restoration; Public Access, Education, and Outreach; and Assets and Organizational Support (Exhibit A – Section 3).

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

SECTION ONE. Adopt the budget for the Midpeninsula Regional Open Space District for the Fiscal Year Ending June 30, 2022 (FY22), a complete copy of which is attached hereto as Exhibit A, summarized as follows:

DISTRICT BUDGET BY FUND	FY22 PROPOSED BUDGET
Fund 10 – General Fund Operating	\$41,413,605
Fund 20 – Hawthorns	\$124,500
Fund 30 – MAA Capital	\$8,697,439
Fund 40 – General Fund Capital	\$23,360,120
Fund 50 – Debt Service	\$16,044,888
TOTAL	\$89,640,552

SECTION TWO. Adopt the proposed Capital Improvement and Action Plan 2022-2024.

SECTION THREE. The projects scheduled for implementation for the Fiscal Year Ending June 30, 2022 shall be included in the Capital and Operating Budget of the District’s Proposed Budget for Fiscal Year 2021-22.

SECTION FOUR. The following transfers are approved and the General Manager or designee is authorized to implement said transfers during the Fiscal Year Ending June 30, 2022: \$300,000 from the General Fund Unassigned Fund Balance to the Committed for Promissory Note Fund and \$650,000 from the General Fund Unassigned Fund Balance to the Committed for Future Acquisitions & Capital Projects.

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

* * * * *

PASSED AND ADOPTED by the Board of Directors of the Midpeninsula Regional Open Space District on _____, 2021 at a regular meeting thereof, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

Secretary
Board of Directors

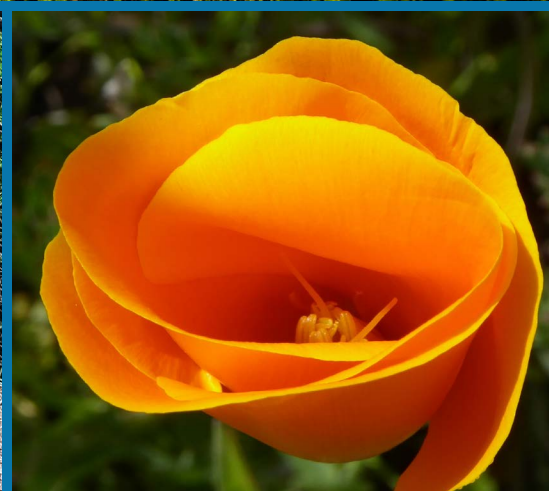
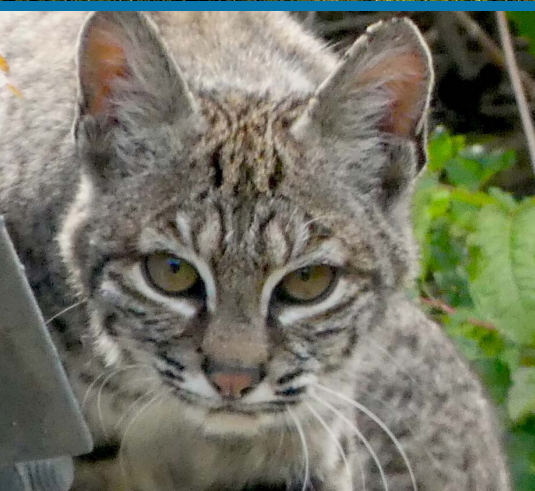
President
Board of Directors

APPROVED AS TO FORM:

General Counsel

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

District Clerk



Budget and Action Plan

FISCAL YEAR ENDING JUNE 30, 2022

ADOPTED JUNE XX, 2021





Sierra Azul Open Space Preserve by Karl Gohl

FRONT COVER PHOTO CREDITS

Top: Fremont Older Open Space Preserve by Stephen Enloe


Lower left: Fremont Older Open Space Preserve by Stephen Meier

Lower middle: Bear Creek Redwoods Open Space Preserve by Rachel Pandipati

Lower right: Rancho San Antonio Open Space Preserve by Sangjie Wu



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General Manager's Transmittal

Dear Board of Directors and Midpen Constituents,

The challenges of the past fiscal year underscored the critical role nature and outdoor open spaces play in our communities. Local health officials deemed our preserves and services "essential" from the first days of the pandemic shelter-at-home orders and we remained open to serve the public need. Our community responded and visitation soared, with some preserves experiencing as much as a 200% increase, welcoming many first-time visitors to their public lands. In fact, one local health officer noted that parks and open spaces saved lives during the pandemic by providing people safe outdoor spaces to gather, reducing the spread of COVID-19 and helping people maintain emotional well-being and physical health.

Despite the unprecedented challenges of pandemic restrictions and a remote-working environment for many staff, the increased visitation, and the catastrophic CZU Lightning Complex wildfire, Midpen was able to make significant progress on many Vision Plan priorities projects. In August, we celebrated the completion of the newest segment of the San Francisco Bay Trail at Ravenswood Open Space Preserve. This tiny-but-mighty 0.6-mile segment connects 80 miles of continuous Bay Trail access, stretching from Menlo Park to Santa Clara and across the Dumbarton Bridge to the East Bay, and improves neighborhood access for communities in East Palo Alto and Menlo Park.

Other public access improvements included contributing funding to the nearly 10-mile Saratoga-to-the-Skyline Trail to connect downtown Saratoga to the Pacific Ocean as part of a 37-mile regional trail corridor.

In August 2020, multiple lightning strikes ignited a wildfire that grew to consume 86,000 acres of redwood and mixed hardwood forest on the San Mateo County Coast. While thankfully no Midpen lands were part of the fire, our fire-trained field staff provided critical support to CalFire to help contain the north fire line, keeping it from threatening heavily populated communities along Skyline Boulevard and Interstate 280. Our geographic information system staff were able to harness our unique location-based datasets to create a public, interactive, web-based map that showed real-time fire lines and evacuation areas. And, we were able to finalize our Wildland Fire Resiliency Program that will allow us to expand our vegetation management and fuel reduction work by 600%, with a projected 10-year investment of \$35 million.

In our continuing efforts to protect important coastal agricultural and watershed lands, Midpen successfully purchased Gordon Ridge, adding 540 acres of coastal grassland to Tunitas Creek Open Space Preserve. The purchase was partially funded by a state natural resource grant, highlighting our growing grants program that strategically leverages public funding to broaden our impact and augment funding gaps.

Reduced staff commutes due to remote-work helped us make a leap in progress toward our ambitious, voluntary Climate Action Plan goal of reducing operational greenhouse gas emissions 20% by 2022, 40% by 2030 and 80% by 2050. Changes have already been implemented that reduced emissions by 14% from 2016 to 2018. The GHG inventory for 2020 is underway and is expected to show further reductions of 3%-5%.

The new FY22 budget includes a recommended increase of three permanent positions, one temporary position and temporary interns to help deliver on the mission. The Budget and Action Plan includes numerous time-sensitive and high-priority projects that we have been able to move forward while working remotely. Capital expenditures supporting the delivery of our mission account for 36% of the FY22 budget, and the remaining includes salaries and benefits (31%), services and supplies (15%) and annual debt service obligations (18%). Total revenues and other funding sources are projected at \$90.1 million, which include property tax revenues at \$63.3 million, bond reimbursements at \$5.6 million and other funding sources at \$21.2 million, balancing a budget of \$89.6 million in expenses.

Our FY22 priorities include final construction activities for the new administrative office to prepare for a spring 2022 move-in, further progress on our Wildland Fire Resiliency Program and implementation of fuel reduction and vegetation management work, and ongoing resource management policies and wildlife research priorities. In land preservation, we expect to complete the purchase of key coastal upland properties to advance regional trails and preserve important agricultural lands on the coast, including progress toward creating a new coastside open space preserve with the potential purchase of Cloverdale Ranch, a rare example of coastal grassland terrace that sustains local farming and the region's ranching heritage.

As part of our efforts to create equitable outdoor access and manage visitation impacts, work continues on multimodal access studies at two of our most popular preserves and on five regional trail priorities. We also continue to work on expanding the trail systems within La Honda Creek and Bear Creek Redwood preserves.

Finally, the second half of this fiscal year marks the 50th anniversary of the District's founding. We have a full year of activities and events planned and look forward to connecting with you during the momentous year to celebrate the public's commitment in protecting, caring for and providing opportunities to connect with nature and look ahead to furthering this mission into the future.

See you on the trails!

Respectfully submitted,

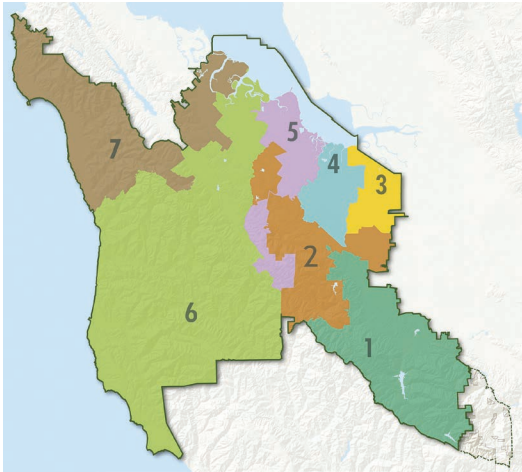


/s/Ana María Ruiz

Ana María Ruiz
General Manager



Board of Directors and Management



District Wards



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

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

Executive Management

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

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

Mission Statement

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.

Coastside Protection Mission Statement

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.



Budget Document Preparation

Rafaela Duran–Budget and Analysis Manager

Elissa Martinez–Management Analyst

Lupe Hernandez–Management Analyst

Management Team

Matthew Anderson–Visitor Services

Candice Basnight–Human Resources

Casey Hiatt–Information Systems and Technology

Brandon Stewart–Land and Facilities Services

Kirk Lenington–Natural Resources

Jason Lin–Engineering and Construction

Jane Mark–Planning

Rafaela Duran–Budget and Analysis

Korrine Skinner–Public Affairs

Maria Soria–General Manager’s Office

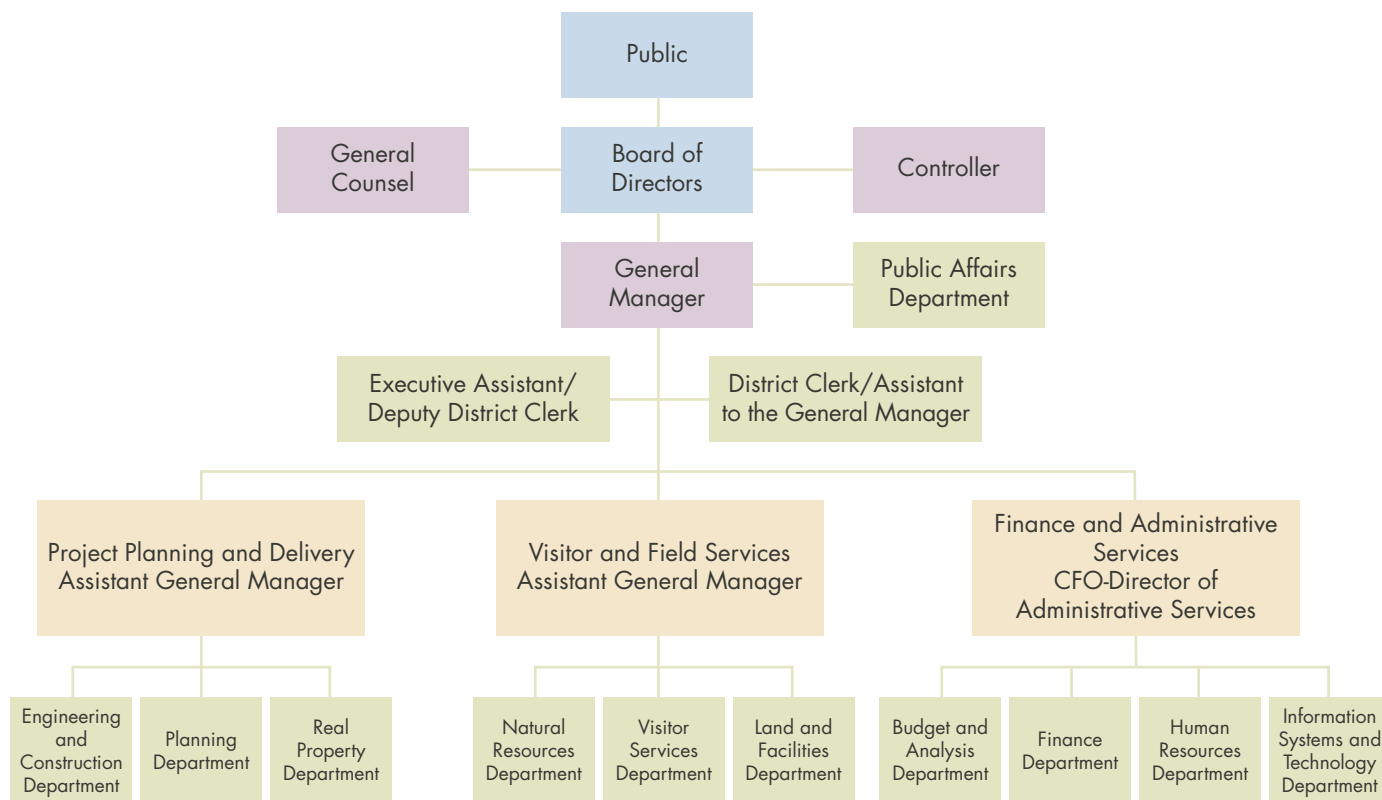
Hilary Stevenson–General Counsel’s Office

Andrew Taylor–Finance

Mike Williams–Real Property

Jennifer Woodworth–District Clerk

Organizational Chart



FY22 Strategic Plan Goals and Objectives

The Strategic Plan was adopted by the Board of Directors in September 2011 and is updated annually based on the results of an environmental scan. The FY22 Strategic Plan provides high-level direction for the annual Budget and Action Plan.

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 outreach 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

Based on the Board-approved FY22 Strategic Plan Goals and Objectives, staff prepared the FY22 & FY23 Proposed Three-Year Capital Improvement and Action Plan, or CIAP, (included in Section 3) for Board approval. Below is a summary of project costs in the CIAP based on primary and secondary goal and objective per project. Some objectives are not directly related to a CIAP project but instead are captured in department's operational activities.

Three-Year CIAP by Primary Goal and Objective

CIAP Summary by Primary Goal & Objective	FY22	FY23	FY24	Three-Year Total
Goal 1, Objective 1*	\$0	\$0	\$0	\$0
Goal 1, Objective 2	1,531,962	2,687,538	3,412,000	7,631,500
Goal 1, Objective 3	265,000	65,000	0	330,000
Goal 1, Objective 4	1,203,060	1,089,620	300,000	2,592,680
Goal 1 Total	3,000,022	3,842,158	3,712,000	10,554,180
Goal 2, Objective 1	823,400	444,400	116,400	1,384,200
Goal 2, Objective 2	1,982,223	3,790,739	1,745,000	7,517,962
Goal 2, Objective 3*	0	0	0	0
Goal 2, Objective 4	1,188,000	1,145,000	910,000	3,243,000
Goal 2, Objective 5	483,452	355,796	65,000	904,248
Goal 2 Total	4,477,075	5,735,936	2,836,400	13,049,410
Goal 3, Objective 1*	0	0	0	0
Goal 3, Objective 2	3,868,766	910,800	0	4,779,566
Goal 3, Objective 3	2,386,364	10,593,529	1,057,400	14,037,293
Goal 3, Objective 4*	0	0	0	0
Goal 3 Total	6,255,130	11,504,329	1,057,400	18,816,859
Goal 4, Objective 1	18,872,695	1,997,000	0	20,869,695
Goal 4, Objective 2	96,500	10,000	0	106,500
Goal 4, Objective 3*	0	0	0	0
Goal 4, Objective 4*	0	0	0	0
Goal 4, Objective 5	3,278,501	2,441,089	524,500	6,244,090
Goal 4, Objective 6*	0	0	0	0
Goal 4 Total	22,247,696	4,448,089	524,500	27,220,285
Total CIAP	\$35,979,922	\$25,530,512	\$8,130,300	\$69,640,734

Three-Year CIAP by Secondary Goal and Objective

CIAP Summary by Secondary Goal & Objective	FY22	FY23	FY24	Three-Year Total
Goal 1, Objective 1	\$0	\$0	\$0	\$0
Goal 1, Objective 2	301,777	259,646	340,000	901,423
Goal 1, Objective 3	50,000	25,000	40,000	115,000
Goal 1, Objective 4	19,500	0	0	19,500
Goal 1 Total	371,277	284,646	380,000	1,035,923
Goal 2, Objective 1	245,000	100,000	0	345,000
Goal 2, Objective 2	379,368	308,051	100,000	787,419
Goal 2, Objective 3	1,279,126	1,481,706	1,275,000	4,035,832
Goal 2, Objective 4	0	0	0	0
Goal 2, Objective 5	715,856	1,116,752	684,000	2,516,608
Goal 2 Total	2,619,350	3,006,510	2,059,000	7,684,860
Goal 3, Objective 1	452,000	148,000	65,000	665,000
Goal 3, Objective 2	25,000	25,000	0	50,000
Goal 3, Objective 3	5,161,966	3,337,673	2,338,000	10,837,639
Goal 3, Objective 4	31,500	0	0	31,500
Goal 3 Total	5,670,466	3,510,673	2,403,000	11,584,139
Goal 4, Objective 1	0	0	0	0
Goal 4, Objective 2	0	0	0	0
Goal 4, Objective 3	0	0	0	0
Goal 4, Objective 4	0	0	0	0
Goal 4, Objective 5	18,790,904	9,823,166	10,000	28,624,070
Goal 4, Objective 6	0	0	0	0
Goal 4 Total	18,790,904	9,823,166	10,000	28,624,070
Total CIAP	\$27,451,998	\$16,624,995	\$4,852,000	\$48,928,992

*Goals and objectives are not directly impacted by CIAP projects but are included in department's operational activities.

Midpeninsula Regional Open Space District



Preserve

Protect

Restore

Educate

Enjoy



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

About Us

Midpen helps plants, animals and people thrive throughout the greater Santa Cruz Mountains region by preserving a connected greenbelt of more than 65,000 acres of public open space. These diverse and scenic landscapes, from bay wetlands to redwood forests and coastal grasslands, host an incredible diversity of life, making our region one of the world's biodiversity hotspots.

Midpen preserves have long and complex histories of human use prior to becoming public open space. We actively manage the land and waterways to restore their health and function, helping our local ecosystem become more resilient in a time of climate change. By caring for the land, the land in turn takes care of us, providing tangible and intangible benefits like clean air and water, flood protection and the opportunity for restorative experiences in nature.

On the San Mateo County Coast, where local agricultural roots run deep, our mission also includes preserving viable working lands. We partner with small-scale local ranchers to use conservation grazing as a land management tool for enhancing native coastal grasslands and providing wildland fire protection.

Midpen preserves are free and open to the public daily, providing an extensive trail network for low-impact recreation. Our programming connects people to nature through enriched experiences including environmental interpretation, docent-led activities and volunteer opportunities.

By preserving, restoring and providing access to our region's iconic, cultural, working and scenic landscapes, Midpen lands offer us opportunities for health, climate change resilience and refuge.

HISTORY

The late 1960s was a time of rapid growth in the Bay Area. Through a determined and heartfelt grassroots effort by local conservationists, the Midpeninsula Regional Open Space District was created in 1972, when the Measure R "Room to Breathe" Initiative was passed by Santa Clara County voters. Local residents voted to expand Midpen's boundary into southern San Mateo County in 1976, and in 1992 to a small portion of Santa Cruz County. In the late 1990s, development pressure increased on the San Mateo County Coast, threatening sensitive habitat and the area's rural heritage. This led to the 2004 Coastside Protection Area, an extension of District boundaries to the Pacific Ocean in San Mateo County, and the addition of preserving rural character and encouraging viable agricultural use of land resources to our mission.

GOVERNANCE

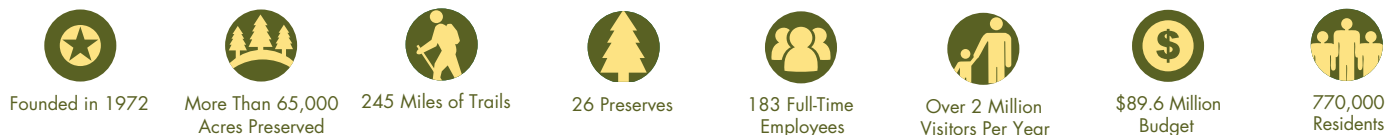
Midpen is governed by a seven-member publicly elected board of directors. Board members serve a four-year term, and represent a geographic ward of approximately equal populations. The board holds its regular public meetings on the second and fourth Wednesdays of each month at 7 p.m., at the Midpen administrative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

STAFFING

The staff currently includes over 180 employees in 11 departments: budget and analysis, engineering and construction, finance, human resources, information systems and technology, land and facilities services, natural resources, planning, public affairs, real property and visitor services.

For more information about Midpen, visit openspace.org.

Midpen At A Glance



Demographics and Economic Statistics

The District encompasses over 550 square miles of land located in the County of Santa Clara (approximately 200 square miles out of 1,304), the County of San Mateo (approximately 350 square miles out of 744) and the County of Santa Cruz County (approximately 2.6 square miles out of 607). The following is economic and demographic information on Santa Clara and San Mateo Counties, representing the majority of Midpen’s constituency. Because Midpen does not receive property tax revenue from the small amount of Santa Cruz County land that it holds, information on Santa Cruz County is not included.

Demographics and Economic Statistics, Last 10 Fiscal Years

County of Santa Clara

Fiscal Year	Population ¹	Personal Income ² (in millions)	Per Capita Personal Income ²	Median Age ³	School Enrollment ⁴	County Unemployment Rate ⁵
2011	1,805,767	\$ 120,376	\$ 66,406	36.0	266,256	9.6%
2012	1,832,983	133,912	72,792	36.2	270,109	8.2%
2013	1,860,687	136,176	72,927	36.4	273,701	6.8%
2014	1,882,230	149,650	79,055	36.6	276,175	5.2%
2015	1,906,511	165,265	86,188	36.8	276,689	4.3%
2016	1,925,306	178,496	92,505	36.8	274,948	3.9%
2017	1,936,052	193,680	100,177	37.0	273,264	3.4%
2018	1,947,798	209,020	107,877	37.2	271,400	2.9%
2019	1,954,286	*	*	37.4	267,224	2.9%
2020	1,961,969	*	*	*	263,449	10.7%

County of San Mateo

Calendar Year	Population ¹	Personal Income ² (in millions)	Per Capita Personal Income ²	Median Age ³	School Enrollment ⁴	County Unemployment Rate ⁵
2011	727,319	\$ 58,201	\$ 79,903	39.4	92,097	7.9%
2012	736,760	65,113	88,058	39.6	93,674	6.8%
2013	747,186	65,696	87,711	39.3	93,931	5.6%
2014	753,472	71,043	93,765	39.4	94,567	4.3%
2015	760,769	78,540	102,606	39.8	95,187	3.5%
2016	766,649	82,357	107,207	39.5	95,502	3.2%
2017	769,570	90,249	117,389	39.6	95,620	2.9%
2018	772,372	97,265	126,392	39.9	95,103	2.5%
2019	774,485	*	*	39.6	94,234	2.4%
2020	773,244	*	*	*	93,554	10.8%

*Information not available

Data Sources

¹State of California Department of Finance—<http://www.dof.ca.gov/Forecasting/Demographics/Estimates/e-4/2010-20/>

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

³U.S. Census Bureau, American Community Survey

⁴State of California Department of Education

⁵State of California Employment Development Department, Labor Market Division

Notes: Starting FY16, Midpen changed from a fiscal year end date of March 31 to June 30.

As a result, FY16 is a fifteen-month period rather than a twelve-month period.

Principal Employers Most Current Year and Nine Years Ago

County of Santa Clara

Employer	2019			2010		
	Number of Employees ¹	Rank	Percentage of Total Employment	Number of Employees ²	Rank	Percentage of Total Employment
Apple Computer, Inc.	25,000	1	2.44%	10,000	5	1.23%
Google LLC	24,626	2	2.40	*		*
County of Santa Clara	20,883	3	2.04	15,550	1	1.99
Stanford University	16,919	4	1.65	10,101	4	1.29
Cisco Systems Inc.	14,674	5	1.43	13,000	2	1.60
Kaiser Permanente	12,500	6	1.22	5,000	10	0.64
Stanford Healthcare	10,034	7	0.98	5,569	8	0.71
Tesla Motors Inc.	10,000	8	0.98	*		*
Applied Materials, Inc.	8,500	9	0.83	*		*
Intel Corporation	8,500	10	0.82	5,684	9	0.73
City of San Jose	*		*	6,623	6	0.85
Lockheed Martin Space Systems Co.	*		*	10,400	3	1.33
Hewlett-Packard Co.	*		*	5,001	7	0.64
Total	151,636		14.79%	86,928		11.06%

County of San Mateo³

Employer	2018 ⁴			2010		
	Number of Employees	Rank	Percentage of Total Employment	Number of Employees	Rank	Percentage of Total Employment
Facebook Inc.	14,000	1	3.13%	*		*
Genentech Inc.	9,500	2	2.12	8,800	1	2.57%
Oracle Corp.	7,535	3	1.68	5,600	3	2.00
County of San Mateo	5,570	4	1.25	6,079	2	1.78
Gilead Sciences Inc.	4,000	5	0.89	*		*
Walmart Labs	2,000	6	0.45	*		*
YouTube	2,000	7	0.45	*		*
Robert Half International, Inc.	1,668	8	0.37	*		*
Sony Interactive Entertainment	1,602	9	0.36	*		*
Electronic Arts Inc.	1,502	10	0.34	*		*
Kaiser Permanente	*		*	3,777	4	1.10
Mills-Peninsula Health Services	*		*	2,500	5	0.73
Visa, Inc.	*		*	2,462	6	0.72
Safeway, Inc.	*		*	2,075	7	0.61
San Mateo Community College District	*		*	1,951	8	0.57
SLAC National Accelerator Laboratory	*		*	1,764	9	0.52
Set Medical Center	*		*	1,672	10	0.49
Total	49,395		11.04%	36,680		10.73%

*Information not available

Data Sources

¹Silicon Valley Business Journal, July 19, 2019

²County of Santa Clara Finance Department. FY10 Annual Report

³San Francisco Business Times—2019 Book of Lists and California Employment Development Department

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

Resolution No. 21-XX

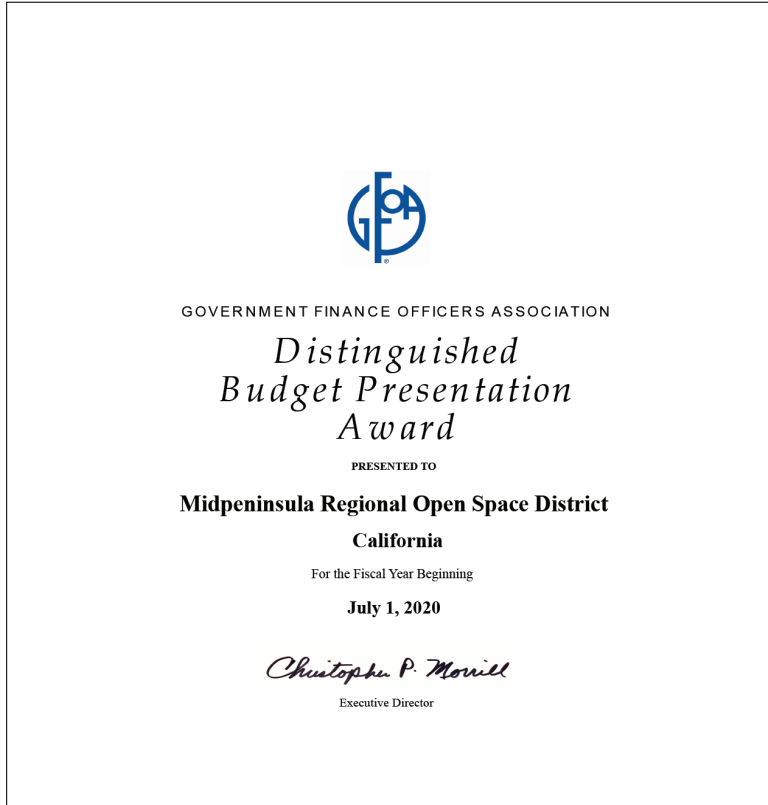
To be replaced by this year's Resolutions.

To be replaced by this year's Resolutions.



Government Finance Officers Association of the United States and Canada presented a Distinguished Budget Presentation Award to Midpeninsula Regional Open Space District, California, for its annual budget for FY21. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements and we are submitting it to GFOA to determine its eligibility for the award.



Section 2

Budget Summary and Overview



Rancho San Antonio Open Space Preserve by Chris Chung



Budget Summary and Overview

The Midpeninsula Regional Open Space District's (Midpen) Proposed FY22 Budget reflects Midpen's priorities established by the Board of Directors (Board) in December 2020 as part of its annual Strategic Plan update. Based upon these priorities, staff prepared the FY22 & FY23 Proposed Three-Year Capital Improvement and Action Plan (included in Section 3) for Board approval. Subsequently, staff developed a detailed budget by department and fund which are included in Budget Summary and Overview (Section 2) and Department Summaries (Section 4).

FY22 FINANCIAL OVERVIEW

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

Fund 10: General Fund Operating. This includes personnel costs, routine operational and maintenance expenses, debt service, and non-capital projects (Fund 10 is a major fund).

Fund 20: Hawthorns. This endowment fund may only be used for expenses required to maintain the value of the property gifted to Midpen by the Woods family (Fund 20 is reported as part of Fund 10 General Fund in audited financial statements).

Fund 30: Measure AA Capital. Only capital projects and land acquisitions included in the top 25 priority Project Portfolios in the Vision Plan are eligible for MAA funding (Fund 30 is a major fund).

Fund 40: General Fund Capital. This includes vehicles and equipment, facilities, and non-MAA capital projects and land acquisitions (Fund 40 is a major fund).

Fund 50: Debt Service Fund. This includes payments on all Midpen-issued debt, both public and private (Fund 50 is a major fund).

Compared to most city and county government agencies, Midpen's operating budget accounts for a much lower percentage of the total budget (46%), reflecting the organization's focus on project delivery. Capital projects and land acquisition account for 36% of the budget and debt service totals 18%.

The following table breaks out the revenue and expenses by fund. Each fund has either a balanced budget for FY22 or a positive change in fund balance. Once adopted, appropriations are made for all funds at the fund level.

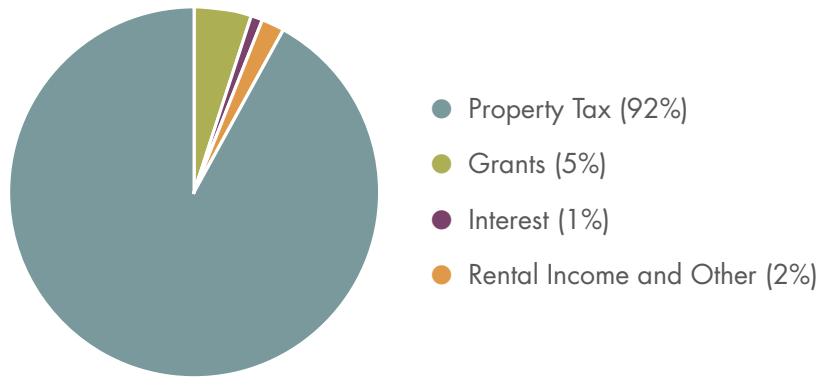
FY22 Budget by Fund

FY22 Change in Fund Balance	Fund 10 General Fund Operating	Fund 20 Hawthorns	Fund 30 Measure AA Capital	Fund 40 General Fund Capital	Fund 50 Debt Service	Total
Revenue						
Property Tax Revenues	\$57,778,577				\$5,560,000	\$63,338,577
Grants (Awarded)	314,000		3,088,932			3,402,932
Interest Income	465,000	5,000	209,000		19,000	698,000
Rental Income	1,239,100					1,239,100
Rancho San Antonio Agreement	394,555					394,555
Miscellaneous	100,000					100,000
Total Revenues	60,291,232	5,000	3,297,932	0	5,579,000	69,173,164
Other Funding Sources						
Bond Reimbursements			5,608,507			5,608,507
Hawthorns Funds		119,500				119,500
Assigned Fund Balance Transfers						0
Committed for Infrastructure Transfer				16,168,483		16,168,483
Committed for Future Acquisitions & Capital Projects	(650,000)					(650,000)
Committed for Capital Maintenance	0					0
Committed for Promissory Note	(300,000)					(300,000)
General Fund Transfers	(17,926,862)			7,191,637	10,735,225	0
Total Other Funding Sources	(18,876,862)	119,500	5,608,507	23,360,120	10,735,225	20,946,490
Grand Total: Revenues & Other Funding Sources	41,414,370	124,500	8,906,439	23,360,120	16,314,225	90,119,654
Expenses						
Operating	38,157,842	77,200				38,235,042
Labor Reimbursement	(619,300)					(619,300)
Capital & Projects	3,875,063	47,300	8,697,439	23,360,120		35,979,922
Debt Service (General Fund Debt)					10,735,225	10,735,225
Debt Service (Measure AA Debt)					5,309,663	5,309,663
Total Expenses	\$41,413,605	\$124,500	\$8,697,439	\$23,360,120	\$16,044,888	\$89,640,552
Change in Fund Balance	\$765	\$0	\$209,000	\$0	\$269,337	\$479,102

Revenues

Midpen's FY22 revenue estimate totals \$69.2 million with the vast majority, 92% or \$63.3 million, coming from property tax receipts. This represents an increase of 4% from the prior year and reflects the continued robust real estate market in the San Francisco Bay Area despite the COVID-19 pandemic. Grant revenue is projected to increase by \$1.3 million, interest income is projected to decrease by \$0.7 million, and rental income and other is projected to decrease by \$0.5 million because no rental income will be collected from 5050 El Camino while the new Administrative Office building is under construction. The chart below provides a breakdown of projected FY22 revenue by source.

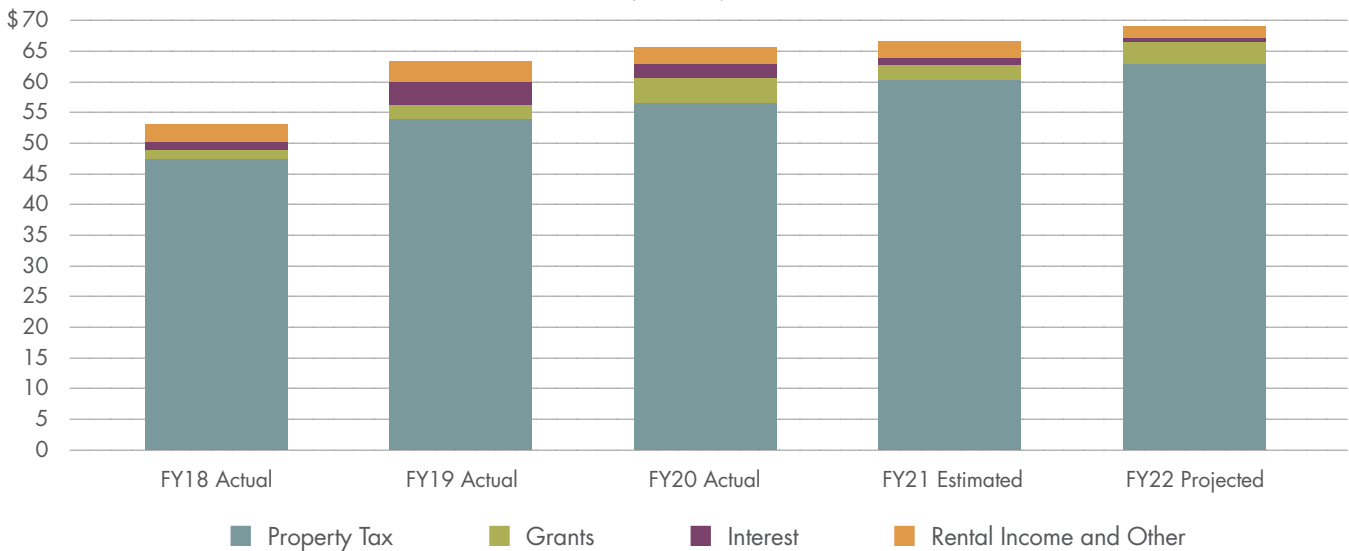
FY22 Revenue by Source



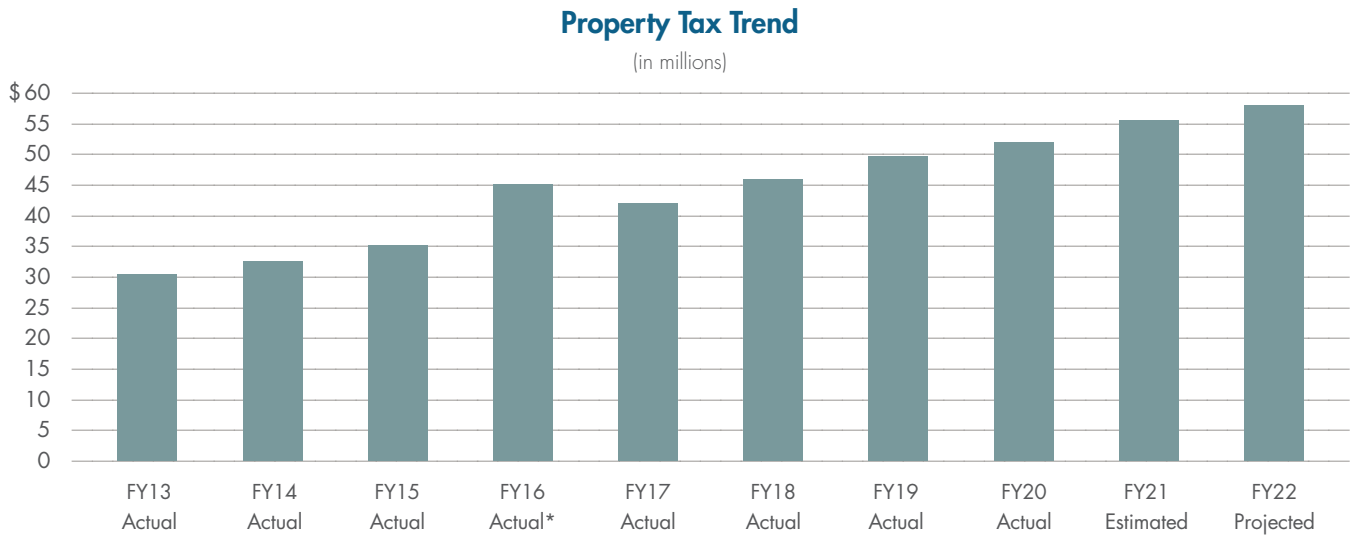
	Property Tax	Grants	Interest	Rental Income and Other	Total
Amount	\$63,338,577	\$3,402,932	\$698,000	\$1,733,655	\$69,173,164
Percent	92%	5%	1%	2%	100%

Total Revenue Trend

(in millions)



The following graph depicts the historical and projected trend for General Fund property tax revenues (excluding MAA ad valorem levy for debt service).



*FY16 reflects 15 months of revenue due to changing the fiscal year start from April 1 to July 1.

Santa Clara Valley and the Peninsula continue to see high real estate prices where demand for housing exceeds supply. Correspondingly, property tax revenues are projected to have a healthy growth rate of 4.4% from FY21 to FY22 and 3.5% annually for the future years. The primary factors used in the projection of revenues are historical growth in assessed valuation and new construction information, which are provided by the County Assessors' offices in San Mateo and Santa Clara counties.

2018-2022 General Fund Tax Revenue

	Actual FY18	Actual FY19	Actual FY20	Budget FY21	Estimated FY21	Budget FY22	% Increase*
Santa Clara County							
Current Secured	\$27,254,000	\$29,505,000	\$31,381,565	\$32,659,771	\$33,698,392	\$34,877,836	3.5%
Current Unsecured	1,860,000	2,113,000	2,064,710	2,065,000	2,085,650	2,106,507	1.0%
Total Santa Clara County	29,114,000	31,618,000	33,446,275	34,724,771	35,784,042	36,984,343	3.4%
San Mateo County							
Current Secured	13,008,000	13,868,000	14,369,471	15,444,330	15,927,084	16,803,074	5.5%
Current Unsecured	544,000	628,000	646,610	638,373	611,800	611,800	0.0%
Total San Mateo County	13,552,000	14,496,000	15,016,082	16,082,703	16,538,884	17,414,874	5.3%
Supplement + HOPTR	1,598,000	1,870,000	2,211,617	764,000	1,618,315	1,569,766	-3.0%
Redevelopment	1,477,000	1,698,000	1,381,765	1,915,800	1,748,400	1,809,594	3.5%
Total Tax Revenue	\$45,741,000	\$49,682,000	\$52,055,738	\$53,487,274	\$55,689,641	\$57,778,577	3.8%

*Percentage increase compares Budget FY22 to Estimated FY21.

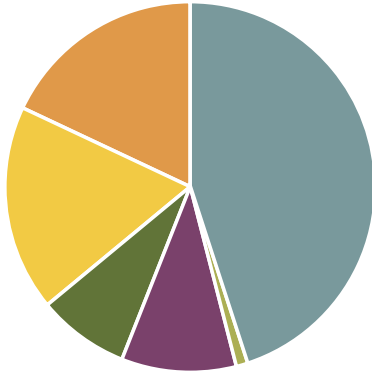
Expenditures

Midpen's FY22 budget totals \$73.5 million (\$89.6 million inclusive of the one-time New Administrative Office project), reflecting increased capital expenditures for improvements to radio infrastructure, repairs to the Mount Umunhum Radar Tower and replacement of vehicles and machinery that do not meet current California emission guidelines. Also included is the addition of four net permanent positions (three new and one previously budgeted as limited term), one temporary position and temporary interns to expand capacity in project and program delivery and continue the organizational build-out outlined in the Financial and Operational Sustainability Model (FOSM). The net total budget increase is 6%, exclusive of the one-time New Administrative Office project.

The following table and chart provide a summary of the FY22 budget by fund.

Midpen Budget By Funding Source	FY20 Actuals	FY21 Adopted Budget	FY22 Proposed Annual Budget	\$ Change From FY21 Adopted Budget	% Change From FY21 Adopted Budget
Fund 10–General Fund Operating	\$31,056,198	\$36,773,825	\$41,413,605	\$4,639,780	13%
Fund 20–Hawthorns	12,838	110,200	124,500	14,300	13%
Fund 30–MAA Land/Capital	8,017,412	11,868,588	8,697,439	(3,171,149)	-27%
Fund 40–General Fund Land/Capital	3,248,807	3,894,845	7,191,637	3,296,792	85%
Fund 50–Debt Service	17,669,563	16,640,925	16,044,888	(596,037)	-4%
Subtotal Midpen Budget	60,004,818	69,288,383	73,472,069	4,183,686	6%
Fund 40–General Fund Land/Capital One Time Expenses	9,211,147	11,961,483	16,168,483	4,207,000	35%
Total Midpen Budget	\$69,215,965	\$81,249,866	\$89,640,552	\$8,390,686	10%

FY22 Budget By Source

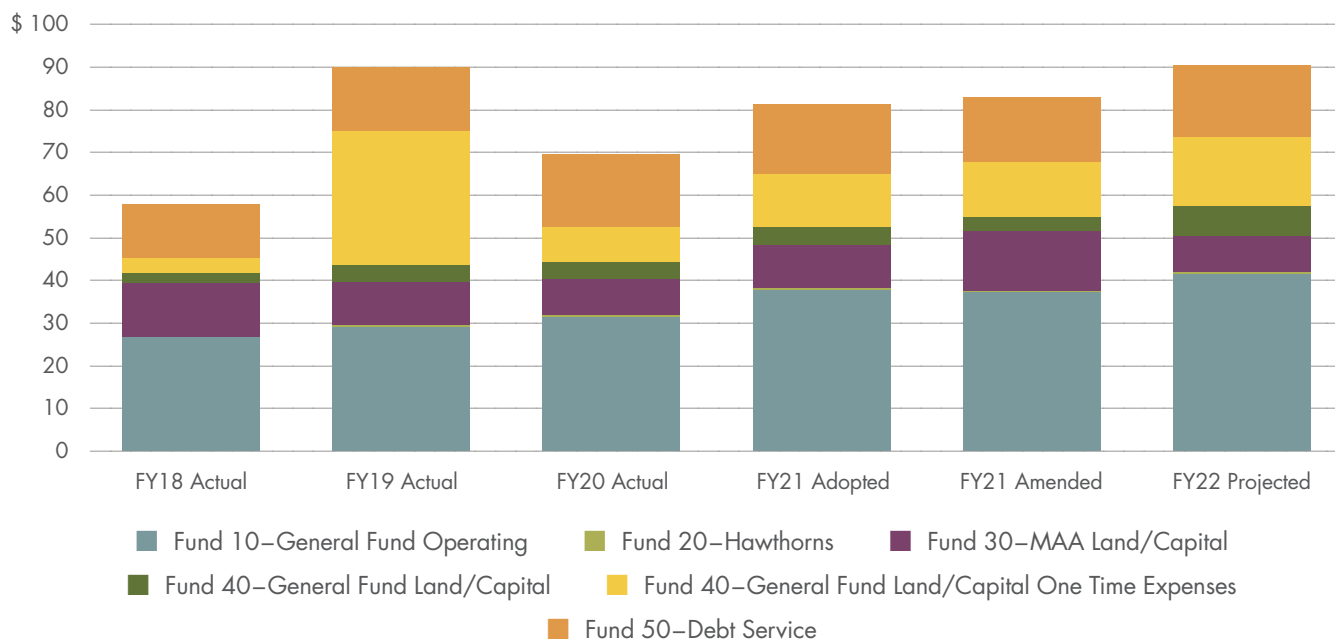


- Fund 10–General Fund Operating (46%)
- Fund 20–Hawthorns (<1%)
- Fund 30–MAA Land/Capital (10%)
- Fund 40–General Fund Land/Capital (8%)
- Fund 40–General Fund Land/Capital One Time Expenses (18%)
- Fund 50–Debt Service (18%)

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

Expenditures Trend

(in millions)



FUND 10 - GENERAL FUND OPERATING

The General Fund Operating increase of 13%, or \$4.6 million, includes Salaries and Benefits as well as Services and Supplies. Net Salaries and Benefits represent \$2.2 million of the Fund 10 increase; this is due to budgeting for all currently approved positions, the annualized cost of new positions added in FY21, combined with annual step increases and changes in the costs of benefits.

Services and Supplies also rose, representing \$2.4 million of the Fund 10 increase. This reflects an increase to overall expenditures in operating projects, particularly related to expanded efforts in preventing, preparing for, and responding to potential wildland fires, as well as increased public programming in FY22 to mark the District’s 50th Anniversary.

FUND 20 - HAWTHORNS

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

FUND 30 - MEASURE AA LAND/CAPITAL

The Measure AA (MAA) Capital Fund decrease of 27%, or \$3.2 million, in projected annual expenses reflects that most of the MAA projects are new, incurring lower costs during the early planning phase. In total, the proposed CIAP includes 29 MAA projects, of which 18 are in the early planning phases, nine are scheduled to be under construction, and two will complete property acquisitions, pending approval of land division application with San Mateo County.

MAA projects in FY22 include the Bear Creek Redwoods Phase II Trail Improvements project, Alpine Road Regional Trail in Coal Creek, and nearly completing the Bear Creek Redwoods Alma College Cultural Landscape Rehabilitation project. Additional projects include the conservation of important coastal agricultural and watershed lands, the Highway 17 Wildlife and Trail Crossing project, Bear Creek Stables Repairs, Restoration Forestry Demonstration, Billingsley Property Site Cleanup, Purisima-to-the-Sea Trail and Parking Area, and La Honda Creek Phase II Trail Connections.



FUND 40 – GENERAL FUND LAND/CAPITAL

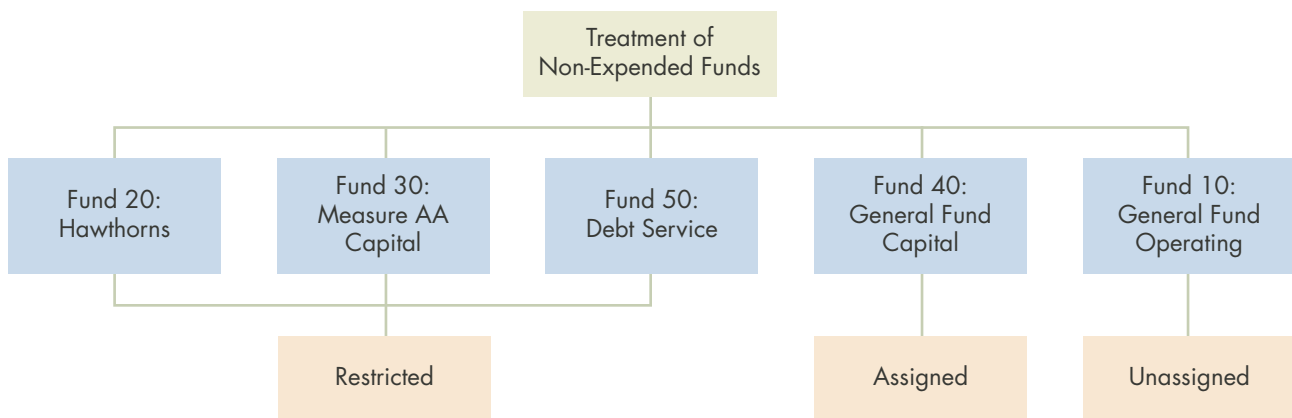
The General Fund Capital—excluding the New Administrative Office Project—is increasing by \$3.3 million compared to the FY21 adopted budget. 12 projects are in support of MAA, nine of them will become MAA eligible once the properties are purchased. One project is in support of a Vision Plan portfolio. Other projects included in next year’s plan will improve Midpen’s business and data infrastructure; complete repairs and maintenance on Midpen residences, structures, roads and trails; improve infrastructure to support the Conservation Grazing Program; and remove dilapidated structures to restore these sites to a natural condition.

As previously mentioned, the General Fund Capital includes one-time improvements to the new Administrative Office to meet long-term office space needs and support Midpen’s mission and MAA project delivery in perpetuity. Midpen has been prudently setting aside funding since 2014 and reserving rental revenues through January 2021 to offset costs for this one-time expenditure. In addition, Midpen is under negotiations for the sale of the 330 Distel Circle building (current main Administrative Office site), which will further offset total costs for the project.

FUND 50 – DEBT SERVICE

The Debt Service Fund for FY22 decreased by approximately \$600,000 from FY21, or 4%. Annual debt service principal payments went down for FY21 and FY22 on the recently issued 2018 General Obligation Bonds (Series GO Green Bonds); the total debt service payments for the GO Bonds remain flat for the next 20 years, or until additional bonds are issued.

Treatment of Non-Expended Funds Flowchart



For FY22, operating expenses are expected to increase at a moderate rate; the inclusion of four net permanent positions (three new and one previously budgeted as limited term), one temporary position, and temporary interns supports continued project implementation and delivery of Midpen’s mission to the public.

Consistent with Midpen’s practice over the last several fiscal years, land acquisitions will be budgeted if the transaction has great certainty, otherwise the budget is amended at the time of purchase. The land budget only includes accounts for appraisals and other costs associated with property purchase research and early negotiations.

The first table on the next page illustrates the breakdown of the FY22 budget by fund and breaks out the General Fund between salaries and services and supplies. The second table on the next page breaks out the budget by department. Additional budget information can be found on the individual department pages in Section 4.

FY22 Budget by Fund and Expenditure Type

Midpen Budget by Expenditure Category	FY20 Actuals	FY21 Adopted Budget	FY22 Proposed Budget	\$ Change From FY21 Adopted Budget	% Change From FY21 Adopted Budget
Salaries and Benefits	\$23,615,953	\$26,302,406	\$28,496,804	\$2,194,398	8%
Less: MAA Reimbursable Staff Costs	(375,893)	(669,235)	(619,300)	49,935	-7%
Net Salaries and Benefits	23,240,060	25,633,171	27,877,504	2,244,333	9%
Services and Supplies	7,816,138	11,140,654	13,536,101	2,395,447	22%
Total Operating Expenditures	31,056,198	36,773,825	41,413,605	4,639,780	13%
Hawthorns Operating	12,838	62,200	77,200	15,000	24%
Hawthorns Capital	0	48,000	47,300	(700)	-1%
Total Hawthorns Expenditures	12,838	110,200	124,500	14,300	13%
Measure AA Capital (Fund 30)	7,914,443	10,291,588	8,573,189	(1,718,399)	-17%
General Fund Capital (Fund 40)	1,141,058	3,454,845	6,557,637	3,102,792	90%
General Fund Capital (Fund 40)– One Time Expenses	2,008,599	11,961,483	16,168,483	4,207,000	35%
Total Capital Expenditures	11,064,100	25,707,916	31,299,309	5,591,393	22%
Measure AA Land and Associated Costs (Fund 30)	102,968	1,577,000	124,250	(1,452,750)	-92%
General Fund Land and Associated Costs (Fund 40)	9,310,297	440,000	634,000	194,000	44%
Total Land and Associated Costs	9,413,266	2,017,000	758,250	(1,258,750)	-62%
Debt Service	17,669,563	16,640,925	16,044,888	(596,037)	-4%
Total Debt Service (Fund 50)	17,669,563	16,640,925	16,044,888	(596,037)	-4%
Total Midpen Budget	\$69,215,965	\$81,249,866	\$89,640,552	\$8,390,686	10%

FY22 Budget by Department

Midpen Budget by Department	FY20 Actuals	FY21 Adopted Budget	FY22 Proposed Budget	\$ Change From FY21 Adopted Budget	% Change From FY21 Adopted Budget
Administrative Services	\$5,998,929	\$7,133,966	\$8,034,942	\$900,976	13%
Engineering and Construction	8,804,158	10,339,896	10,467,335	127,439	1%
General Counsel	630,955	800,406	900,844	100,438	13%
General Manager	1,781,286	2,218,621	2,257,350	38,729	2%
Land and Facilities	10,083,319	11,934,423	13,913,278	1,978,855	17%
Natural Resources	4,093,128	5,680,572	6,439,871	759,299	13%
Planning	2,561,329	3,329,179	3,381,012	51,833	2%
Public Affairs	1,482,208	1,856,887	2,395,313	538,426	29%
Real Property	922,474	2,942,260	1,667,766	(1,274,494)	-43%
Visitor Services	5,977,468	6,411,248	7,969,470	1,558,222	24%
Debt Service	17,669,563	16,640,925	16,044,888	(596,037)	-4%
Total Midpen Budget	60,004,818	69,288,383	73,472,069	4,183,686	6%
One Time Expense: Fund 40 Land/Buildings	9,211,147	11,961,483	16,168,483	4,207,000	35%
Grand Total: Midpen Budget	\$69,215,965	\$81,249,866	\$89,640,552	\$8,390,686	10%

Staffing

Midpen staffing for FY22 is budgeted for 183.45 Full Time Equivalents (FTE), representing a recommended increase of four net permanent positions (three new and one previously budgeted as limited term), one temporary position and interns over the FY21 amended staffing level of 179.95 FTEs. In March 2021, the Board approved the 2-year temporary position within the Public Affairs Department of which a description is included below.

Activity since the inception of the Financial and Operational Sustainability Model (FOSM), which was approved in 2014 is summarized in the first table in this section. Consistent with the FOSM, the recommended new regular full-time employees are within the agencywide anticipated total growth numbers. It is important to note that the FOSM projections did not account for the notable rise in visitation levels that Midpen is experiencing with the opening of new preserve areas.

ADMINISTRATIVE SERVICES

GIS Technician (1 FTE, net zero budget impact)

A limited term GIS Technician position would be converted into an FTE to continue providing technical GIS services to all Midpen departments with duties that include cartography, application development, data collection, data maintenance, user training, and documentation. The technician also provides support to project managers and consultants on Board-approved CIAP projects. This position was added in FY19 and included in the FOSM table. The position was initially added as limited term to work through the increasing GIS demand while the department assessed the ongoing workload. With the uncertainty of Covid, the position was extended as limited term for FY21. The workload demand for GIS, such as fire/fuel map generation and support, real property database implementation, expanded cartography requests, and other essential GIS services confirmed the need for this position to be converted to a regular full-time position.

LAND & FACILITIES

Equipment Mechanic Operator (1 FTE)

This position would provide essential equipment operation in support of MAA trail construction projects for the Foothills Area. The position would provide trail design and layout expertise; planning, scheduling and prioritization for construction projects; leadership and oversight of other field staff; communication with design and engineering consultants/contractors; and the ability to operate commercial vehicles and transport of large equipment. This position will also add staff capacity for vegetation fuel management work outside of the construction season and as needed to perform vegetation management requiring heavy equipment.

Field Resource Specialist (1 FTE)

The Board approved this position on May 12, 2021 to allow recruitment to start prior to the adoption of the budget. Recruitment for this position is currently underway. This position will be responsible for coordinating the implementation of the Wildland Fire Resiliency Program. The position would plan, schedule and lead fuel reduction activities, invasive species removal, natural resource surveying, mitigation monitoring and potentially prescribed burn activities. Working closely with other departments, the position would coordinate with local, state and federal authorities to capitalize on interagency partnerships and funding measures to implement wildland fire program policies. The Field Resource Specialist would represent Midpen at public meetings and provide reports and updates of program progress to the board, fire agencies, local governments, tribes, business groups and the public.

PLANNING

Planning Interns (2,000 hours for FY22)

Planning Interns would augment staff capacity in completing the Trail Informational Sharing System project, a new project proposed in the FY22 CIAP and budget to expand trail conditions information onsite to assist visitors with wayfinding and trail route decisions. This added trail information ranked as a high priority among the Preserve User Survey respondents. The interns will conduct data collection in the field that will be used to populate our GIS data files and incorporate into new trail use signage.

PUBLIC AFFAIRS

Public Affairs Interns (1,000 hours for FY22 and 500 hours for FY23)

These interns would support the planning and execution of the yearlong 50th Anniversary celebration and wide array of public events and programming, primarily focused on hosting community outreach events, conducting historical research (including photo organization), and coordinating video production. These events will significantly expand current community outreach capacity by two-fold or more. The addition of interns will supplement capacity to take on these significant components while the Public Affairs department continues to deliver on all other core functions, including media relations, public outreach and notification, social media management, web administration, community programming, newsletter publication, etc.

Public Affairs Specialist II (2-year limited term)

Board approval of this position was expedited on March 4, 2021 to bring in resources early as part of the 50th Anniversary planning and to leverage an active qualified pool of applicants. This position has since been filled and now serves as the project manager, under senior staff supervision, for all aspects of the 50th Anniversary programming and events, including managing consultants; coordinating partner and team meetings; reviewing content and proofreading deliverables; ensuring integrated communications; providing needed research and data; coordinating subject matter expertise and technical support from other departments; conducting sponsorship solicitation; coordinating with Board liaisons and updating the full Board on progress; and organizing volunteer assistance. In addition, this position will provide public affairs/external communications support for the Administrative Office Open House event, Bear Creek Redwoods Alma Opening, Good Neighbor Policy outreach, and Highway 17 Wildlife and Trail Crossing public outreach by participating in internal and external meetings, and creating public information content for website, newsletters and social media.



Long Ridge Open Space Preserve by Kevin Neilson

VISITOR SERVICES

Ranger (1 FTE)

This position would provide additional resources to the Coastsides, in support of the Coastal Management Plan that is under development to ensure adequate resources are allocated to Midpen's growing coastsides acreage. Due to the addition of new properties, preserves, expanded access and increasing visitation in the north and along the San Mateo County Coast, additional rangers are needed to provide dedicated patrol time and increased presence and community engagement in these areas.

FOSM Projections and Staffing Growth

Business Line	FOSM Projected Growth by 2020	FOSM Projected Growth between 2020 to 2045	Positions approved through 2020	Remaining FOSM Projected Growth through 2045	Recommended New Permanent Positions	Remaining FOSM Projected Positions through 2045
Planning and Project Delivery	10 to 13	TBD / 4	10	TBD / 4	0	TBD / 4
Visitor and Field Services	20 to 25	37 to 45	29	36 to 44	3	33 to 41
Finance and Administrative Services	9 to 11	6 to 8	11	6 to 8	0	6 to 8
General Manager's Office	2	0	2	0	0	0
Total	41 to 51	43 to 57	52*	42 to 56	5.5	39 to 53

*The GIS technician was already included in the previous position count.

Midpen staffing for FY22 is detailed by department in the table below.

Regular Positions by Department

Department	FY18 Adopted FTE	FY19 Amended FTE	FY20 Adopted FTE	FY21 Amended FTE	FY22 Proposed FTE	Change from FY21 Modified
Administration	24.25	25.25	26.25	26.25	27.25	1.00
Engineering and Construction	7.00	7.00	7.00	7.00	7.00	0.00
General Counsel	2.50	3.50	3.50	4.00	4.00	0.00
General Manager	8.00	8.00	8.00	8.00	8.00	0.00
Land and Facilities	55.30	56.30	57.30	57.30	59.30	2.00
Natural Resources	10.00	10.00	11.00	11.00	11.00	0.00
Planning	11.00	11.00	11.00	11.00	11.00	0.00
Public Affairs	7.00	6.00	8.00	7.00	7.00	0.00
Real Property	5.00	5.00	5.00	5.00	5.00	0.00
Visitor Services	39.90	41.90	42.90	42.90	43.90	1.00
Total FTE	169.95	173.95	179.95	179.45	183.45	4.00

Interns and limited term positions not included in FOSM projections and the regular positions table.

FUTURE GROWTH IN STAFFING

The FOSM projected growth in Midpen staffing initially from 2014 through 2020 with a second growth phase from 2020 through 2045. Growth from 2014 through 2020 projects a total of up to 51 new positions. The FOSM also projects growth in Midpen staffing between 2020 and 2045 of up to 57 additional new positions. Since December 2014, 52 new positions have been approved by the board, completing the first growth phase (51 positions). The above recommendations, if approved by the Board, raise the total regular new positions to 55.

The General Manager will continue to assess capacity needs and gaps in expertise in the coming years as new positions are filled, core functions are reorganized and new departments and programs are created. Changes to board priorities and the pace of future action plans will inform these assessments.

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

COMPENSATION AND BENEFITS

Salaries and benefits make up the largest component of expenditures, estimated at 31% of total FY22 expenditures. This category includes all personnel-related costs. Midpen has one represented group: Midpeninsula Regional Open Space District Field Employees Association. The remaining unrepresented employees are Office, Supervisory and Management Employees.

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

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

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

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

Midpen pays \$350 per month toward CalPERS retiree medical. By state law, Midpen pays all retirees the PEMHCA minimum amount of \$119 per month (a lifetime benefit).

Hawthorns Fund

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

The FY22 annual budget for the Hawthorns endowment totals \$124,500, which is 13% higher than the FY21 adopted budget. The \$47,300 capital budget includes funding to replace the roof of the historic complex. Other stabilization efforts to mitigate deterioration and maintain defensible space as required by the Woodside Fire Protection District are included in the \$77,200 operating budget.

The endowment fund balance at the end of FY22 is projected to be \$1,418,907 as shown below.

Hawthorns – Projected Cash Balance

Hawthorns: Endowment Fund	Interest Income	Expenditures	Total Cash Balance
Hawthorns Fund Original Endowment			\$2,018,445
Actual: FY12 through FY17	\$63,815	(\$546,389)	1,535,871
FY18 Actual	5,147	(40,412)	1,500,606
FY19 Actual	63,321	(30,888)	1,533,039
FY20 Actual	66,906	(12,838)	1,587,107
FY21 Estimated Actual	13,500	(62,200)	1,538,407
FY22 Projected	5,000	(124,500)	1,418,907
Projected Ending Balance			\$1,418,907



Windy Hill Open Space Preserve by Midpen Staff

Measure AA Projects

FUNDED BY

MEASURE AA

2014 OPEN SPACE BOND

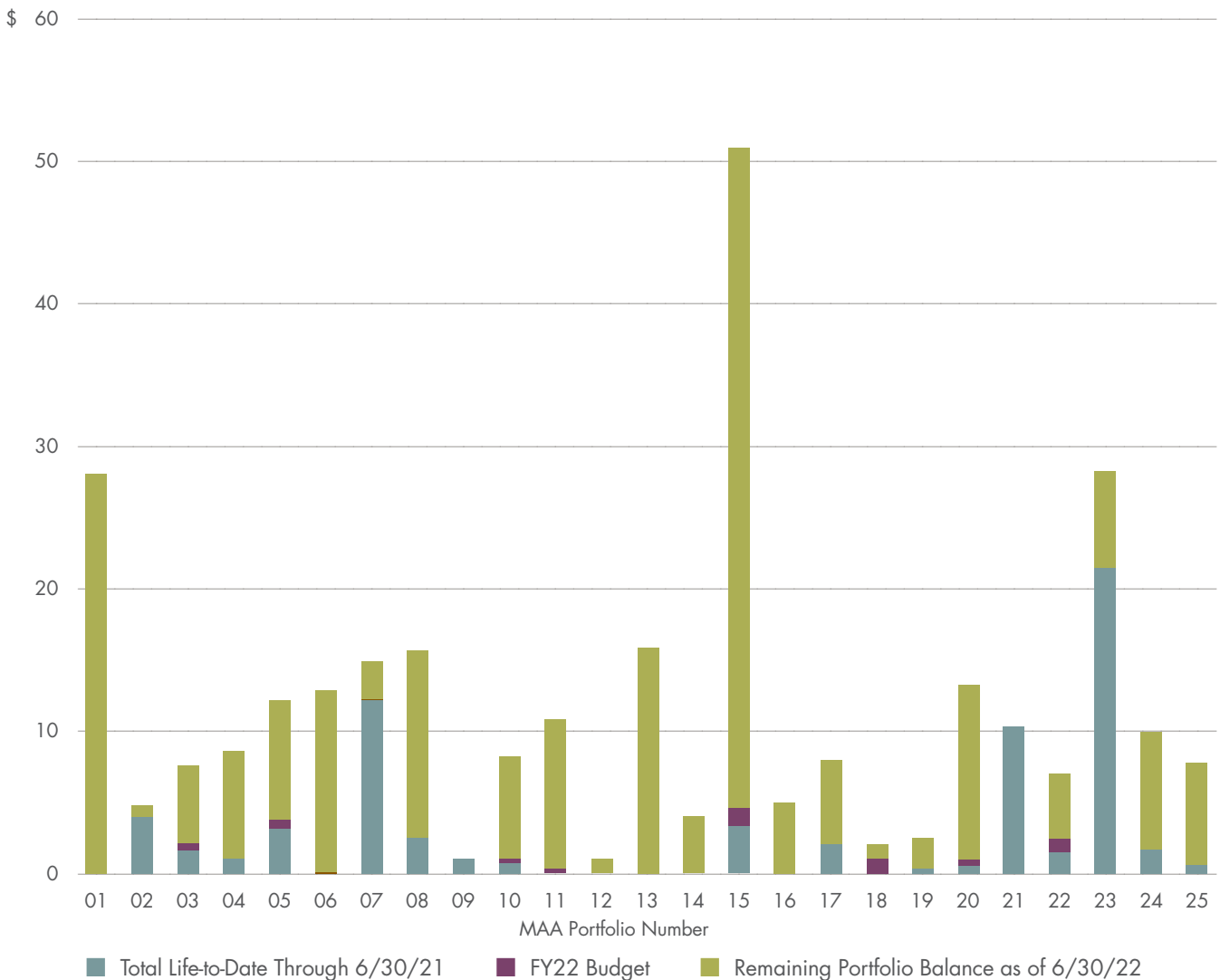
In June 2014, voters approved MAA, a \$300 million general obligation bond to protect natural open space lands; open preserves or areas of preserves to the public; construct public access improvements such as new trails and staging areas; and restore and enhance open space land, forests, streams, watersheds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

Midpen began using MAA funds in 2014 and FY22 will mark the eighth year of funding. As of June 30, 2021, an estimated \$76.3 million in MAA funds will be expended and the proposed FY22 budget brings the total to \$81.9 million, or 27.3% of the \$300 million bond. The table below summarizes the estimated expenditures by project portfolio.

The expenditures relative to each portfolio allocation, including life-to-date estimate at June 30, 2021, the amounts budgeted for FY22, and the amount remaining for each allocation net grants awarded, are illustrated in the Measure AA Projects Budget Overview graph below and the table on the following page.

Measure AA Expenditures by Portfolio

(in millions)



Measure AA Projects Budget Overview

Tier 1 Vision Plan Priority Actions

MAA#	Measure AA Portfolio	Expenditure Plan (adopted 2014)	Total Life-To-Date Estimate through 6/30/21	FY22 Proposed	Balance Remaining	% Expended
01	Miramontes Ridge: Gateway to the Coast Public Access, Stream Restoration and Agriculture Enhancement	\$27,774,000	\$494,859	\$174,131	\$27,105,010	2.4%
02	Regional: Bayfront Habitat Protection and Public Access Partnership	5,052,000	4,465,093	25,374	561,533	88.9%
03	Purisima Creek Redwoods: Purisima-to-Sea Trail, Watershed Protection and Conservation Grazing	7,608,000	6,552,658	346,647	708,695	90.7%
04	El Corte de Madera Creek: Bike Trail and Water Quality Projects	8,376,000	1,004,617	0	7,371,383	12.0%
05	La Honda Creek: Upper Area Recreation, Habitat Restoration and Conservation Grazing Projects	11,733,000	2,844,290	775,734	8,112,976	30.9%
06	Windy Hill: Trail Implementation, Preservation and Hawthorns Area Historic Partnership	12,740,000	41,249	111,325	12,587,426	1.2%
07	La Honda Creek: Driscoll Ranch Public Access, Endangered Wildlife Protection and Conservation Grazing	14,825,000	12,298,826	191,088	2,335,086	84.2%
08	La Honda Creek/Russian Ridge: Preservation of Upper San Gregorio Watershed and Ridge Trail	15,347,000	2,153,910	0	13,193,090	14.0%
09	Russian Ridge: Public Recreation, Grazing and Wildlife Protection Projects	5,560,000	692,666	0	4,867,334	12.5%
10	Coal Creek: Reopen Alpine Road for Trail Use	8,017,000	558,909	(96,888)	7,554,979	5.8%
11	Rancho San Antonio: Interpretive Improvements, Refurbishing, and Transit Solutions	10,811,000	180,078	0	10,630,922	1.7%
12	Peninsula/South Bay Cities: Partner to Complete Middle Stevens Creek Trail	1,038,000	0	0	1,038,000	0.0%
13	Cloverdale Ranch: Wildlife Protection, Grazing and Trail Connections	15,712,000	0	0	15,712,000	0.0%
14	Regional: Trail Connections and Campgrounds	3,966,000	0	0	3,966,000	0.0%
15	Regional: Redwoods Protection and Salmon Fishery Conservation	50,728,000	4,648,867	0	46,079,133	9.2%
16	Long Ridge: Trail, Conservation and Habitat Restoration Projects (Saratoga)	5,140,000	0	1,787	5,138,213	0.0%
17	Regional: Complete Upper Stevens Creek Trail	7,760,000	1,646,441	0	6,113,559	21.2%
18	South Bay Foothills: Saratoga-to-Sea Trail and Wildlife Corridor	1,365,000	1,284,398	0	80,602	94.1%
19	El Sereno: Dog Trails and Connections	2,254,000	292,949	0	1,961,051	13.0%
20	South Bay Foothills: Wildlife Passage and Ridge Trail Improvements	13,966,000	1,368,198	126,019	12,471,783	10.7%
21	Bear Creek Redwoods: Public Recreation and Interpretive Projects	17,478,000	9,455,449	3,584,522	4,438,029	74.6%
22	Sierra Azul: Cathedral Oaks Public Access and Conservation Projects	6,714,000	941,513	83,203	5,689,284	15.3%
23	Sierra Azul: Mount Umunhum Public Access and Interpretive Projects	27,972,000	21,655,703	0	6,316,297	77.4%
24	Sierra Azul: Rancho de Guadalupe Family Recreation	10,078,000	1,591,996	0	8,486,004	15.8%
25	Sierra Azul: Loma Prieta Area Public Access, Regional Trails and Habitat Projects	7,986,000	2,100,150	285,565	5,600,285	29.9%
	TOTAL MAA Bond	\$300,000,000	\$76,272,819	\$5,608,507	\$218,118,674	27.3%

MAA Portfolio numbers do not coincide with Regional Map locations 1-26.
Total life-to-date and proposed expenditures are net of grants awarded.

Vision Plan

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

Vision Plan Goals

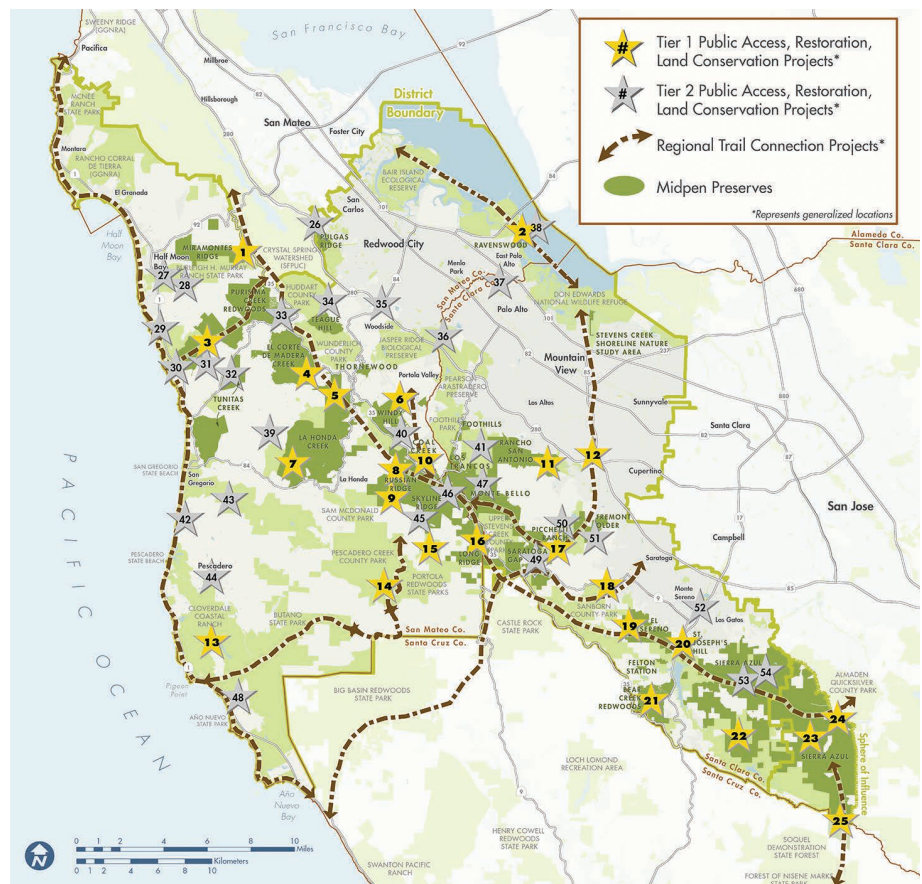
1. **Outdoor Recreation and Healthy Living:** Provide accessible open space lands for recreation and outdoor exercise in nature.
2. **Cultural and Scenic Landscape Preservation:** Conserve the area’s scenery and rich history; provide places for escape and quiet enjoyment.
3. **Healthy Nature:** Take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

The 54 priority actions portfolios identified in the Vision Plan were separated into two tiers.

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

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

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



TIER 2 VISION PLAN PRIORITY ACTIONS

Portfolio Location and Name

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

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

Debt Service

LEGAL DEBT LIMIT

The legal debt limit for Midpen is based on Section 5568 of the California Public Resources Code, which states that for the purpose of acquiring land or other property, and for constructing or completing any capital improvements, Midpen may incur an indebtedness not to exceed 15% of the assessed valuation of property situated in the District. As of June 30, 2021, the assessed value of property within the District's jurisdiction totaled \$295.788 billion, resulting in a legal debt limit of \$44.368 billion.

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

OUTSTANDING DEBT OBLIGATIONS

As of June 30, 2021, Midpen had the following outstanding debt obligations:

Outstanding Debt Obligations

Type of Debt	Maturity Actual	Interest Rate	Authorized and Issued	Outstanding as of June 30, 2021
2011 Revenue Bonds*	2022	3% to 4%	\$1,080,000	\$285,000
2012 Refunding Promissory Notes**	2033	3% to 5.44%	8,705,601	7,475,601
2015 Refunding Promissory Notes	2034	2% to 5%	23,630,000	19,190,000
2016 Green Refunding Bonds	2039	3% to 5%	57,410,000	44,035,000
2017 Green Refunding Bonds	2038	3% to 5%	25,025,000	25,025,000
2017 Parity Bonds	2028	5%	11,220,000	8,490,000
Promissory Note	2023	5%	1,500,000	1,500,000
General Fund			128,570,601	106,000,601
2015 General Obligation Bonds	2021/2045	1.5% to 5%	45,000,000	40,630,000
2018 General Obligation Bonds	2049	2% to 5%	50,000,000	45,770,000
Measure AA Fund			95,000,000	86,400,000
Total Debt			\$223,570,601	\$192,400,601

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

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

GENERAL FUND BOND

2011 Revenue Bonds

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

2012 Revenue Refunding Bonds

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

2015 Refunding Promissory Notes (2004 Project Lease)

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

2016 Green Bonds Refunding

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

2017 Green Bonds Refunding (Series A)

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

2017 Parity Bonds (Series B)

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

Promissory Note

On April 1, 2003, Midpen entered into a \$1.5 million promissory note with the Hunt Living Trust as part of a lease and management agreement. The note is due in full on April 1, 2023 and bears interest at 5.5% semi-annually through April 1, 2013 and 5% per annum until the maturity, or prior redemption, of the note.

General Fund Annual Debt Service

(in millions)



Five-Year General Fund Debt Projection

Type of Debt	FY22	FY23	FY24	FY25	FY26
2011 Refunding Bonds	\$290,700	\$0	\$0	\$0	\$0
2012 Refunding Notes	460,250	461,825	0	0	0
2015 Refunding Notes	1,939,375	1,967,125	1,995,750	1,990,875	2,002,750
2016 Green Bonds	5,509,200	5,818,575	5,852,325	5,893,575	5,678,075
2017 Green Bonds (Series A Refunding 2012s)	1,022,200	1,022,200	1,022,200	1,022,200	1,343,950
2017 Parity Bonds (Series B)	1,438,500	1,435,250	1,439,250	1,435,575	1,438,500
Promissory Note	75,000	1,575,000	0	0	0
Total	10,735,225	12,279,975	10,309,525	10,342,225	10,463,275
Total General Fund Principal	6,295,000	8,135,000	6,565,000	6,935,000	7,415,000
Total General Fund Interest	4,440,225	4,144,975	3,744,525	3,407,225	3,048,275
Grand Total	\$10,735,225	\$12,279,975	\$10,309,525	\$10,342,225	\$10,463,275

MAA BOND FUND

MAA Tax Levy

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

The evolution of the tax levy is as follows:

2015-16	\$.0008 per \$100 of assessed valuation
2016-17	\$.0006 per \$100 of assessed valuation
2017-18	\$.0009 per \$100 of assessed valuation
2018-19	\$.0018 per \$100 of assessed valuation
2019-20	\$.0016 per \$100 of assessed valuation
2020-21	\$.0015 per \$100 of assessed valuation
2021-22	\$.0015 per \$100 of assessed valuation (projected)

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

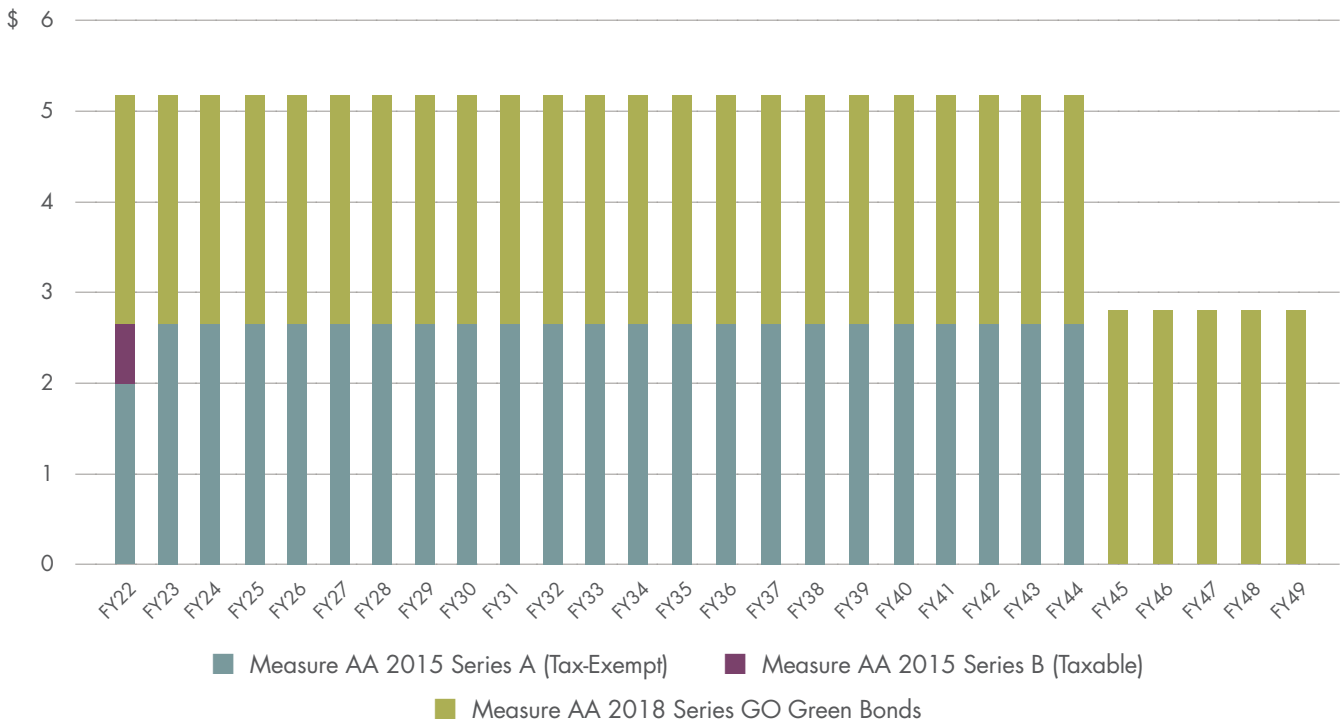
On August 13, 2015, Midpen issued \$40 million of tax-exempt general obligation bonds (Series 2015A) and \$5 million of taxable general obligation bonds (Series 2015B). The bonds are payable from ad valorem taxes pursuant to an election of registered voters of the District held on June 3, 2014, which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

2018 General Obligation Bonds (Series GO Green Bonds)

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

Measure AA Annual Debt Service

(in millions)



Five-Year Measure AA Debt Projection

	FY22	FY23	FY24	FY25	FY26
Measure AA 2015 Series A (Tax-Exempt)	\$1,943,288	\$2,575,913	\$2,570,788	\$2,573,163	\$2,567,913
Measure AA 2015 Series B (Taxable)	637,875	0	0	0	0
Measure AA 2018 Series GO Green Bonds	2,728,500	2,727,600	2,730,200	2,721,350	2,720,600
Total	5,309,663	5,303,513	5,300,988	5,294,513	5,288,513
Total Measure AA Principal	1,825,000	1,895,000	1,980,000	2,070,000	2,170,000
Total Measure AA Interest	3,484,663	3,408,513	3,320,988	3,224,513	3,118,513
Grand Total	\$5,309,663	\$5,303,513	\$5,300,988	\$5,294,513	\$5,288,513

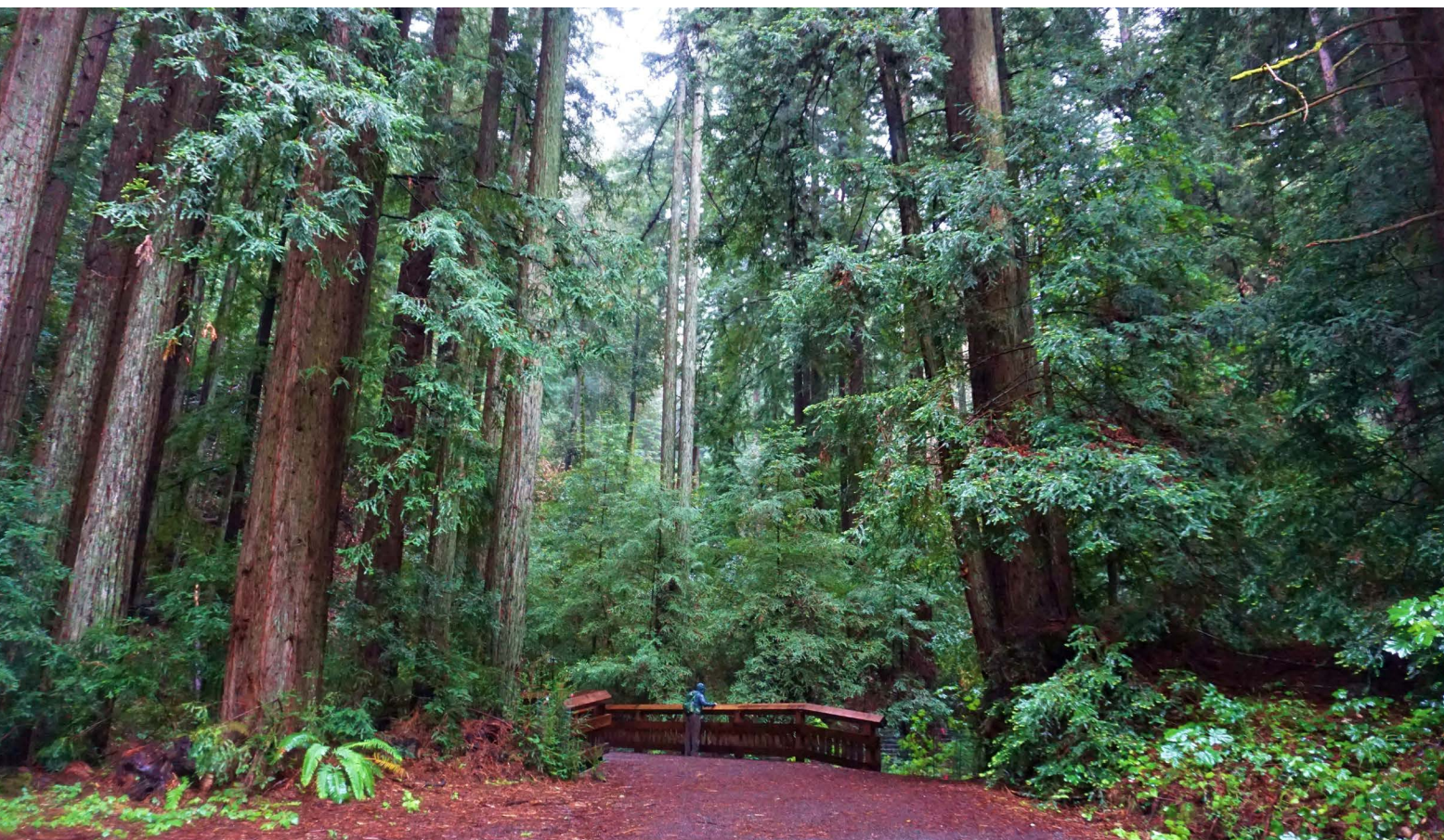
Grants Program

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

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

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

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



Bear Creek Redwoods Open Space Preserve by Heather Diaz

General Fund Balance

The projected FY22 Total Fund Balance in the General Fund decreased slightly due to the FY22 proposed budget increase compared to the FY21 adopted budget. Of note, some funds are shifting from unassigned to committed in preparation for future capital expenditures in FY23 and beyond.

Projected General Fund Balance

	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Projected	FY22 Budget
Nonspendable	\$55,093	\$35,968	\$185,984	\$205,929	\$205,929	\$205,929
Restricted	1,971,040	1,466,982	3,962,747	5,527,352	6,081,420	5,961,920
Committed	35,400,000	55,300,000	29,288,465	33,518,465	35,072,194	30,203,711
Assigned	—	—	1,400,000	710,000	—	—
Unassigned	23,872,450	16,306,537	16,515,392	16,978,717	17,076,817	21,946,065
Total Fund Balance	\$61,298,583	\$73,109,487	\$51,352,588	\$56,940,463	\$58,436,360	\$58,317,625
Minimum Unassigned Fund Balance*	\$12,691,200	\$13,722,600	\$14,493,900	\$15,616,700	\$16,706,900	\$17,333,600

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

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

CHANGE IN FUND BALANCE

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

The FY22 projected balance in each fund is based on FY21 projected fund balances at fiscal year-end; audited financial statements are not available at the time of budget development.

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

The following table depicts the change in fund balance.

Projected Change in Fund Balance

	Fund 10 General Fund Operating	Fund 20 Hawthorns	Fund 30 MAA Capital	Fund 40 General Fund Capital	Fund 50 Debt Service	Total
FY20 Audited Fund Balance	\$55,450,301	\$1,490,162	\$32,301,379	\$6,843,580	\$4,813,811	\$100,899,233
Change in Fund Balance	1,544,597	(48,700)	239,475	0	279,190	2,014,562
FY21 Projected Balance	\$56,994,898	\$1,441,462	\$32,540,854	\$6,843,580	\$5,093,001	\$102,913,795
Change in Fund Balance	765	(119,500)	34,600,493	0	269,337	34,751,095
FY22 Projected Balance	\$56,995,663	\$1,321,962	\$67,141,347	\$6,843,580	\$5,362,338	\$137,664,890

Fund 10 General Fund and Fund 20 Hawthorns Fund are presented in Midpen's audited financial statements as the General Fund. Fund 20 Hawthorns Fund is called out separately as part of the Budget and Action Plan for clarity and tracking.

Long-Range Financial Planning

INTENTIONS AND ASSUMPTIONS

This Long-Range Financial Plan looks forward for five years, projecting revenues and expenditures, while testing the financial resiliency of Midpen beyond FY22. Information is included for the two prior year actuals for reference. Annual revenues are based on the Controller's conservative revenue projections; property taxes are expected to grow at 3.5% each year throughout the forecast years. Estimated one-time revenue of \$10 million in FY23 represents the anticipated sale of the current administrative office.

Expenditures include salaries and benefits, inflated at 5% per year beginning in FY23 and the inclusion of four new FTEs per year at various salary ranges (note: these positions have not been approved by the Board). Additional annual expenditures include services and supplies inflated at 5% per year, capital expenditures in the General Fund and MAA Fund at 4% per year, land acquisition in the General Fund at 2% per year and known one-time expenditures in the General Fund. Annual debt service payments reflect higher principal and interest from new bond proceeds, projected to be issued in FY22 and FY25.

Long-Range Financial Plan (in thousands)	FY20 Actual	FY21 Projected	FY22 Budget	FY23 Projected	FY24 Projected	FY25 Projected	FY26 Projected
Fund balance beginning	\$104,327	\$100,899	\$102,914	\$137,665	\$138,425	\$137,466	\$166,966
Revenue							
Property Taxes	57,251	60,690	63,339	67,601	69,694	71,860	76,276
Grant Income	3,293	2,111	3,403	3,134	100	2,212	2,212
Interest Income	2,655	1,360	698	705	712	719	726
Rental Income	2,327	1,729	1,239	1,655	1,672	1,689	1,706
Other Revenues	262	487	495	503	511	519	524
One-Time Revenues	0	0	0	10,000	0	0	0
Total Revenues	65,788	66,377	69,173	83,597	72,689	77,000	81,444
Other Funding Sources							
Use of Bond Proceeds	0	20,151	0	0	0	0	0
New Bond Proceeds & Debt Service Premiums	0	0	40,000	0	0	35,000	0
Transfers In / (Out)	0	(854)	15,218	0	0	0	0
Total Other Funding Sources	0	19,297	55,218	0	0	35,000	0
Grand Total: Revenues & Other Funding Sources	65,788	85,675	124,392	83,597	72,689	112,000	81,444
Expenses							
General Fund, Hawthorns & GF Capital (10, 20 & 40)							
Salaries and Benefits	23,240	25,715	27,878	29,271	30,735	32,272	33,886
Salaries and Benefits (4 add'l FTEs per year)	0	0	0	1,031	2,165	3,410	4,774
<i>Total Salaries and Benefits</i>	<i>23,240</i>	<i>25,715</i>	<i>27,878</i>	<i>30,302</i>	<i>32,900</i>	<i>35,682</i>	<i>38,660</i>
Services and Supplies	7,829	10,886	13,613	14,362	15,152	15,985	16,864
General Fund Capital Outlay	1,141	2,906	7,239	5,000	5,200	5,410	5,630
General Fund Land Acquisition	9,310	174	0	250	255	260	265
Other One-Time Expenditures	2,009	12,233	16,168	20	0	0	0
General Fund, Hawthorns & GF Capital Total	43,529	51,913	64,898	49,934	53,507	57,337	61,420
MAA Fund (30)							
MAA Funded Capital Outlay	7,914	5,827	8,573	15,192	4,401	9,394	9,391
MAA Land Acquisition	103	9,279	124	127	129	132	134
MAA Fund Total	8,017	15,106	8,697	15,319	4,530	9,526	9,526
Debt Service Fund (50)							
Debt Service	17,670	16,641	16,045	17,583	15,611	15,637	15,752
Total Expenses	\$69,216	\$83,660	\$89,641	\$82,837	\$73,648	\$82,500	\$86,697
Net changes in fund balance	(\$3,428)	\$2,015	\$34,751	\$761	(\$960)	\$29,500	(\$5,253)
Fund Balance Ending							
<i>General Fund</i>	<i>\$55,450</i>	<i>\$56,995</i>	<i>\$56,996</i>	<i>\$69,265</i>	<i>\$68,541</i>	<i>\$67,956</i>	<i>\$65,528</i>
<i>Hawthorns Endowment Fund</i>	<i>1,490</i>	<i>1,441</i>	<i>1,322</i>	<i>1,247</i>	<i>1,172</i>	<i>1,097</i>	<i>1,022</i>
<i>MAA Capital Projects Fund (Bond Proceeds)</i>	<i>32,301</i>	<i>32,541</i>	<i>67,141</i>	<i>54,756</i>	<i>50,126</i>	<i>77,812</i>	<i>70,499</i>
<i>General Fund Capital Projects Fund (Bond Proceeds)</i>	<i>6,844</i>	<i>6,844</i>	<i>6,844</i>	<i>6,844</i>	<i>6,844</i>	<i>6,844</i>	<i>6,844</i>
<i>Debt Service Fund</i>	<i>4,814</i>	<i>5,093</i>	<i>5,362</i>	<i>6,314</i>	<i>10,784</i>	<i>13,256</i>	<i>17,820</i>
Fund balance ending	\$100,899	\$102,914	\$137,665	\$138,425	\$137,466	\$166,966	\$161,713

CONCLUSIONS

Beginning FY22 cash balances, estimated at a total of \$102.9 million, and future projected revenues are adequate to cover projected debt service, operating expenses, capital expenditures, and reserve requirements. Ending FY26 cash balances are estimated at a total of \$161.7 million. Midpen's long-term financial projections indicate that the proposed FY22 budget is balanced, sustainable and aligned with Midpen's long-term plans and objectives.

Delivering on Midpen's Mission

AGRICULTURE

In keeping with Strategic Plan Goal 1, Objective 4: preserve open space and agricultural lands of local and regional significance and Goal 2, Objective 5: support the viability of sustainable agriculture and character of rural communities, Midpen has prioritized 11 projects to support regional agriculture and sustain conservation grazing on District lands such as the Purisima-to-the-Sea Habitat Enhancement and Water Supply Improvement Plan.

DIVERSITY

In support of Goal 3, Objective 2: engaging diverse communities, Midpen has prioritized 17 projects to connect diverse communities to their public open space preserves, including the Rancho San Antonio Multimodal Access project. In addition to the 17 projects to connect diverse communities to their open space preserves, Midpen programs expand outreach to diverse communities through our grantmaking program, community partnerships, sponsorships and other activities.

WILDLAND FIRE RESILIENCY

In support of Goal 2, Objective 4: Climate change has created a new wildfire reality in California: fires are becoming more frequent and catastrophic. In response, Midpen has prioritized seven fire prevention projects, including an emphasis on fuels reduction and wildland fire readiness. Projects include Fuel Reduction Implementation and the Wildland Fire Resiliency Program.

Climate Action Plan

CLIMATE ACTION PLAN OVERVIEW

The Board adopted the Climate Action Plan in October 2018 to chart a course for reducing greenhouse gas emissions from agency operations. The plan identified Midpen's goals for reducing GHG emissions as follows: 20% below 2016 baseline by 2022, 40% by 2030 and 80% by 2050. Changes have already been implemented that reduced emissions by 14% from 2016 to 2018. The GHG inventory for 2020 is underway and is expected to show further reductions of 3%-5%.

Actions taken in FY22 will need to eliminate another 1%-3% of Midpen's emissions to meet the 2022 20% reduction goal. The following table describes the Climate Action Plan items that will be implemented in FY22. A notable action is the expansion of telecommuting. During the COVID-19 pandemic, administrative office staff maintained high productivity while working from home, and a large majority reported interest in telecommuting at least a few days a week after office capacity restrictions are lifted. Formalizing this shift in how Midpen works while delivering on the mission could reduce employee commute-generated emissions by an estimated 7% or more compared to the 2016 baseline.

The Climate Action Plan can be found on Midpen's website at openspace.org/climate.

FY22 Climate Action Plan Implementation Actions

Climate Action Plan Item	Budget*	Department
Commute-3/Facilities-5: Expand telecommuting options for AO staff	\$0 (Staff time only*)	Administrative Services, Human Resources
Commute-4: Continue incentives for employees commuting via carpool, public transit, bike, or walking	\$50,000	Administrative Services
Livestock-2: Implement San Mateo County Resource Conservation District plan to increase carbon sequestration on rangeland	\$15,000	Natural Resources, Land and Facilities
Vehicles-X: As patrol vehicles are up for replacement, replace with diesel or lower emissions options whenever possible	\$215,000	Land and Facilities
Vehicles-14: Purchase carbon offsets for business flights	\$1,000	Natural Resources
(No number): Ecosystem Carbon Study for San Gregorio Watershed	\$50,000	Natural Resources
Vehicles-X: Develop a transition plan to decarbonize Midpen's fleet	\$50,000	Land and Facilities

*Staff time only: Midpen recognizes staff time as an indirect cost of implementing the Climate Action Plan actions.

MONITORING PROGRESS

To track progress towards the climate change goals, staff conduct a GHG inventory every two years to measure emissions and assess change over time. The 2018 GHG inventory found that emissions decreased by 14% from 2016 to 2018, primarily due to “low-hanging fruit” actions such as purchasing carbon offsets and buying renewable electricity that cut significant emissions without great financial or administrative costs. However, an inventory of avoided emissions showed that had actions not been taken, administrative emissions would have risen 9%—this reminds us that without intentional effort, emissions will continue to rise. Including the Climate Action Plan in the budget publication is intended to drive progress, highlight work on this important initiative and provide accountability on progress towards Midpen’s climate change goals. Implementation updates will be shared throughout the year through newsletters and social media.

Budget Process

Midpen’s annual budget development process begins in December each year. An annual public retreat, the Board reviews and updates Midpen’s Strategic Plan, based on the findings of an environmental scan, and reviews prior-year accomplishments. Staff then begins capacity planning for ongoing projects and proposed new projects. In March, the Board holds a second public retreat with executive management and department managers to establish priorities for the upcoming fiscal year and provide staff with strategic direction regarding the CIAP.

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

In addition to holding these public retreats and meetings, Midpen puts together public advisory committees as needed to incorporate community input for particular topics of high interest. Examples include the Community Advisory Committee that helped develop the Vision Plan and the La Honda Public Access Working Group that worked with staff on the La Honda Parking and Trailhead Access Feasibility Study.



In April 2020, in response to the COVID-19 pandemic, executive management and department managers performed an additional review of the FY21 budget in development. The most recent budget development process did not include this additional review because business operations are anticipated to recuperate in FY22. However, following the second Board retreat in March, Midpen staff always review and update the draft CIAP to ensure a realistic projection of work that can be completed with available staff and funding. As a result, the following project changes were made:

Projects removed or deferred:

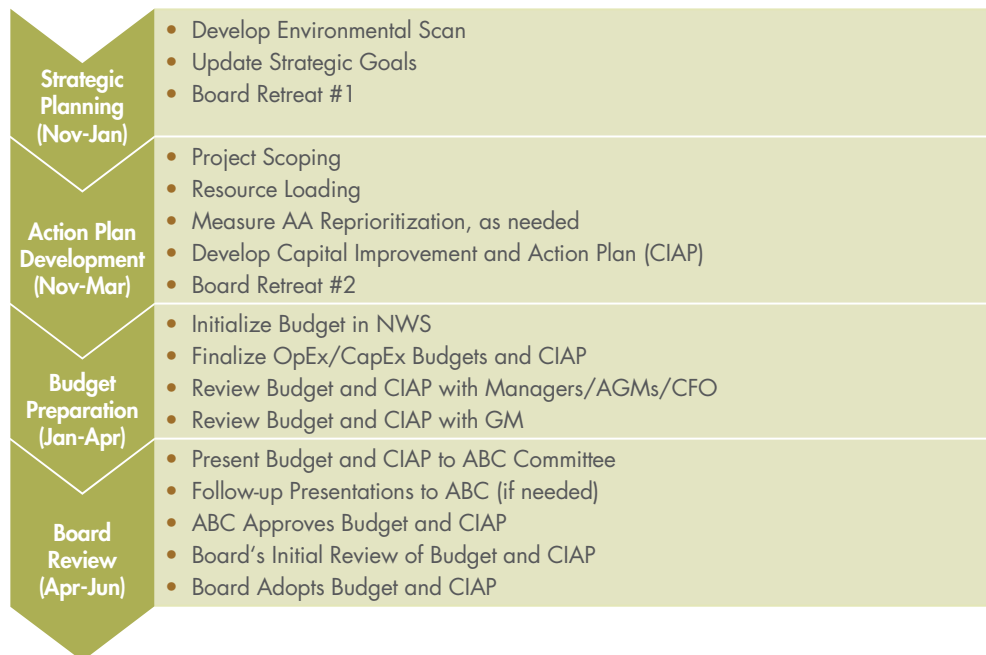
MAA09-006 Mindego Ranch South Pasture was removed from FY22 since it is now projected to be completed in FY21 (ahead of schedule).

MAA22-004 Beatty Parking Area and Trail Connections was deferred per Board decision.

Project added:

New Servers for Administrative Office was added to replace administrative office servers and increase data storage capacity and performance.

Budget Development Process

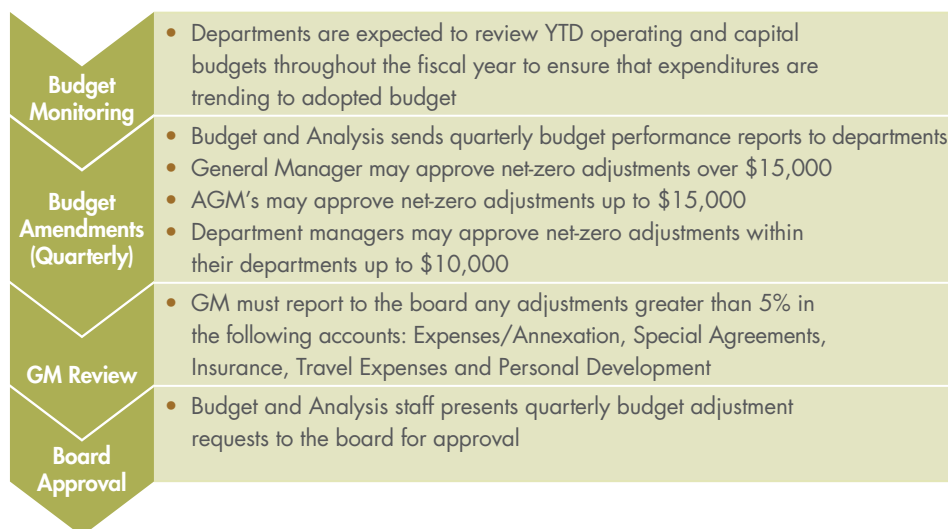


Midpen's Board of Directors adopts an annual operating budget for the organization by major fund on or before June 30 for the ensuing fiscal period. The Board may amend the budget by resolution during the fiscal period. The legal level of control, the level at which expenditures may not legally exceed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

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

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

Budget Management Process



Financial Policies

Each year, the General Manager, Chief Financial Officer, and Controller all review Midpen's finance policies in preparation for an annual Board review and affirmation of the policies.

✔ This symbol indicates that the proposed fiscal year budget complies with the financial policy mentioned.

BUDGET POLICY ✔

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

The Board adopts the annual budget on the Fund level:

Fund 10 – General Fund Operating

Fund 20 – Hawthorns

Fund 30 – Measure AA Land/Capital

Fund 40 – General Fund Land/Capital

Fund 50 – Debt Service

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

DEBT MANAGEMENT POLICY ✔

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

FUND BALANCE POLICY

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

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

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

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

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

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

Unassigned fund balance includes amounts within the general fund which have not been classified within the above categories. The Board shall designate the minimum amount of unassigned fund balance which is to be held in reserve in consideration of unanticipated events that could adversely affect the financial condition of Midpen and jeopardize the continuation of necessary public services. The minimum amount of unassigned fund balance is calculated as 30% of the Budgeted General Fund Tax Revenue. Any spending from this minimum general fund reserve requires the approval of the Board. Any such spending will be reimbursed within two years. If such reimbursement exceeds 5% of the Budgeted General Fund Tax Revenue, the Board may decide to limit the reimbursement at 5% and extend the reimbursement period beyond two years, as needed. The minimum reserve amount calculation will be reviewed annually as part of the annual budget process.

INVESTMENT POLICY

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

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

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

Section 3

Capital Improvement and Action Plan



Picchetti Ranch Open Space Preserve by Curt Bianchi



Capital Improvement and Action Plan Overview

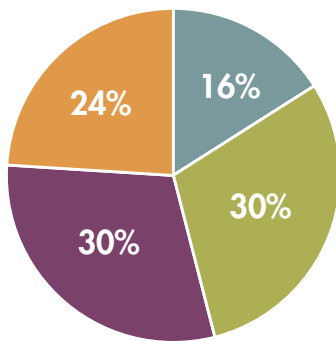
This section of the budget, the Capital Improvement and Action Plan, provides multiyear budget information and a consolidated view of the major projects and activities at Midpen. Projects with budgets of \$50,000 or more over their lifetime are highlighted in this section. Projects below this threshold are noted at the beginning of each program as supporting projects and are also included in Section 4: Department Summary objective tables.

Midpen's CIAP forms the fiscal year work program and includes the projects and key initiatives that the organization will pursue and for which it will dedicate staff and financial resources. FY22-23 projects are limited to those that begin or have activity in FY22 or FY23 and potentially continue as multiyear projects into FY23 and FY24. At this time, the CIAP does not identify new projects that will begin in FY24 or beyond. Midpen intends to continue expanding the CIAP in future years to ultimately arrive at a true three-to-five-year CIAP. However, the Board continues to adopt the budget one fiscal year at a time. Budgets for FY23 and beyond are preliminary.

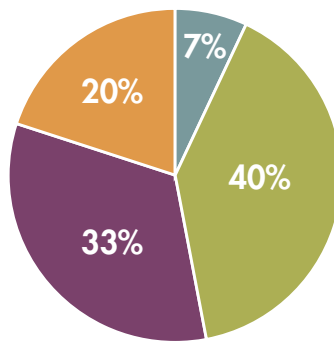
The FY22 CIAP contains a total of 87 projects, of which 28 projects, or 32%, are eligible for Measure AA reimbursement, a general obligation bond funding source that was approved by the voters in 2014. There are 16 more projects proposed in FY22 as compared to FY21 adopted. The FY23 CIAP contains a total of 75 projects, of which 23 projects, or 31%, are eligible for MAA reimbursement.

Midpen staff prepared the FY22-23 CIAP in accordance with the Board's Priority Setting Retreat on March 4, 2021, resulting in the following projects spread throughout Midpen's four Programs:

FY22 CIAP by Program



FY23 CIAP by Program



- Land Acquisition and Preservation
- Natural Resource Protection and Restoration
- Public Access, Education and Outreach
- Assets and Organizational Support

From a funding perspective, 69% of the FY22 CIAP projects are capital projects or land acquisition while the remaining 31% are included in the operating budget. Whereas for FY23, 63% of the CIAP projects are capital projects or land acquisition while the remaining 37% are included in the operating budget.

FY22 and FY23 CIAP Projects by Program and Fund

Program	Fund 10– General Fund Operating		Fund 20– Hawthorns		Fund 30– MAA Capital		Fund 40– General Fund Capital		Grand Total		% Total	
	FY22	FY23	FY22	FY23	FY22	FY23	FY22	FY23	FY22	FY23	FY22	FY23
Land Acquisition and Preservation	0	0	0	0	2	0	12	5	14	5	16%	7%
Natural Resource Protection and Restoration	14	17	0	0	11	10	1	3	26	30	30%	40%
Public Access, Education and Outreach	5	5	0	0	15	13	6	7	26	25	30%	33%
Assets and Organizational Support	8	6	1	1	0	0	12	8	21	15	24%	20%
Total Projects	27	28	1	1	28	23	31	23	87	75	100%	100%

FY22-FY23 CIAP Budget

The FY22-23 Three-Year CIAP lists projected capital and operating projects and associated costs for FY22 through FY24 and provides funding of \$69.6 million over the next three years.

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

Midpen's budget typically excludes new land purchase funding, for which a corresponding budget adjustment to fund the purchase will be included when new land acquisitions are presented to the Board for approval. However, associated land costs, such as surveys, appraisals, legal services, environmental planning and studies are included in the FY22-23 budget.

Three-Year CIAP by Program*

CIAP Summary by Program	FY22	FY23	FY24	3-Year Total
Land Acquisition and Preservation**	\$683,250	\$397,500	\$300,000	\$1,380,750
Natural Resource Protection and Restoration	4,148,552	5,993,025	3,935,400	14,076,977
Public Access, Education and Outreach	10,265,525	15,753,329	3,370,400	29,389,255
Assets and Organizational Support	20,882,594	3,386,658	524,500	24,793,752
Total CIAP	\$35,979,922	\$25,530,512	\$8,130,300	\$69,640,734

*FY22/FY23 projects are limited to those that begin or have activity in FY22 or FY23 and potentially continue as multiyear projects into FY23 and FY24. At this time, the CIAP does not identify new projects that will begin in FY24 or beyond.

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

Three-Year CIAP Funding Sources

CIAP Summary by Funding Source	FY22	FY23	FY24	3-Year Total
Fund 10 – General Fund Operating	\$3,561,063	\$2,475,308	\$1,780,400	\$7,816,771
Fund 20 – Hawthorns	47,300	285,000	0	332,300
Fund 30 – Measure AA Capital	5,608,507	12,385,272	4,430,400	22,424,179
Fund 40 – General Fund Capital	23,360,120	7,251,000	1,819,500	32,430,620
Grants/Partnerships/Other	3,402,932	3,133,932	100,000	6,636,864
Total CIAP	\$35,979,922	\$25,530,512	\$8,130,300	\$69,640,734

ICONS

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



Land Acquisition and Preservation



Natural Resource Protection and Restoration



Public Access, Education and Outreach



Assets and Organizational Support



Agriculture



Diversity



Wildland Fire Resiliency



Grant Funded



Supports Climate Action Plan implementation



Project has an ongoing impact on the operating budget

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



Grant Income

Project #	Project Name	Grant/Partnership/Other	FY22	FY23	FY24	3-Year Total
31903	Hwy 35 Multi-use Trail Crossing and Parking–Feasibility Study	San Francisco Public Utilities Commission	\$114,000	\$0	\$0	\$114,000
80065	IPM Implementation of Santa Clara Valley Water District Grant	D2: Revitalize Stream, Upland and Wetland Habitats	200,000	200,000	0	400,000
MAA03-002	Purisima Upland Site Clean up and Soil Remediation	CalRecycle Farm & Ranch Clean-up Grant	0	77,480	0	77,480
MAA03-005	Purisima-to-the-Sea Trail and Parking Area–Feasibility Study	Coastal Conservancy Grant	241,000	0	0	241,000
MAA10-001	Alpine Road Regional Trail, Coal Creek	Santa Clara County Stanford Mitigation	272,211	0	0	272,211
MAA20-001	Wildlife Corridor: Highway 17 Crossing	Wildlife Conservation Board (WCB)	900,000	100,000	0	1,000,000
MAA21-004	Bear Creek Stables Repairs	Interest Income	0	1,223,530	0	1,223,530
MAA21-006	Bear Creek Redwoods–Alma College Cultural Landscape Rehabilitation	California Rivers Parkways Program	172,944	0	0	172,944
MAA21-006	Bear Creek Redwoods–Alma College Cultural Landscape Rehabilitation	Historic Grants Program	200,000	0	0	200,000
MAA21-006	Bear Creek Redwoods–Alma College Cultural Landscape Rehabilitation	Per Capita Program	762,336	0	0	762,336
MAA21-007	Bear Creek Redwoods Preserve Plan: Invasive Weed Treatment and Restoration	D2: Revitalize Stream, Upland and Wetland Habitats	158,768	108,051	100,000	366,819
MAA21-011	Phase II Trail Improvements, Bear Creek Redwoods OSP	California Rivers Parkways Program	339,250	1,424,871	0	1,764,121
MAA22-001	Hendrys Creek Property Land Restoration	D3: Grants and Partnerships to Restore Wildlife	42,423	0	0	42,423
Grand Total			\$3,402,932	\$3,133,932	\$100,000	\$6,636,864

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



Agriculture: Supporting agriculture and sustaining conservation grazing programs on District lands support Midpen's mission and Board-adopted Strategic Goals and Objectives (Goal 1, Objective 4 and Goal 2, Objective 5).



Diversity: Connecting diverse communities to their public open space preserves, through support of regional partnerships and expanded outreach to youth and underserved communities (Goal 3, Objective 2).



Wildland Fire Resiliency: Working with local fire agencies and surrounding communities to enhance Midpen's wildland fire preparedness and responsiveness (Goal 2, Objective 4).

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



Agriculture Project Summary

Project #	Project Name	FY22	FY23	FY24	3-Year Total
61010	Toto Ranch Well Drilling and Construction, Tunitas Creek	\$227,425	\$0	\$0	\$227,425
61021	Toto Ranch North Water Line	0	117,000	0	117,000
80071	Ecological Health and Biodiversity Monitoring	0	65,000	65,000	130,000
MAA01-004	Remediation Plan and Ranch Debris Clean Up, Madonna Creek Ranch	8,731	6,780	6,000	21,511
MAA01-005	Johnston Ranch Land Acquisition	49,250	0	0	49,250
MAA03-006	South Cowell Upland Land Conservation	15,000	0	0	15,000
MAA03-007	Purisima-to-the-Sea Habitat Enhancement and Water Supply Improvement Plan	141,048	264,002	295,000	700,050
MAA05-011	Lone Madrone Ranch Fence Installation	28,027	173,796	0	201,823
VP07-002	Agricultural Workforce Housing—La Honda Creek	178,000	0	0	178,000
VP13-001	Cloverdale Ranch Land Opportunity	92,000	75,000	0	167,000
VP39-001	Lower San Gregorio Creek Watershed Land Conservation	70,000	12,500	0	82,500
Total		\$809,480	\$714,079	\$366,000	\$1,889,559



Diversity Project Summary

Project #	Project Name	FY22	FY23	FY24	3-Year Total
31901	ADA Barrier Removal	\$515,000	\$1,573,000	\$275,000	\$2,363,000
31904	Purisima Preserve Multimodal Access Study	60,000	20,000	0	80,000
31906	Bear Creek Redwoods North Parking Area	0	220,000	75,000	295,000
31907	Johnston Ranch Loop Trail and Parking Area	0	30,000	0	30,000
40013	50th Anniversary Public Events and Activities	402,000	83,000	0	485,000
51704	Ward Boundary Redistricting	31,500	0	0	31,500
61027	Rancho San Antonio ADA Path to Deer Hollow Farm	50,000	85,000	0	135,000
80066	Amah Mutsun Land Trust Native Garden	0	50,000	100,000	150,000
MAA02-001	Cooley Landing Interpretative Facilities Design and Implementation	25,374	0	0	25,374
MAA05-007	La Honda Creek Phase II Trail Connections	95,573	191,049	80,000	366,622
MAA06-002	Hawthorns Area Plan	111,325	57,796	38,000	207,121
MAA07-011	Phase II Loop Trails, Lower La Honda Creek OSP	127,680	50,698	0	178,378
MAA16-001	Long Ridge Trail Connection to Eagle Rock and Devils Canyon	1,788	142,024	185,000	328,812
MAA21-006	Bear Creek Redwoods—Alma College Cultural Landscape Rehabilitation	3,868,766	910,800	0	4,779,566
MAA21-011*	Phase II Trail Improvements, Bear Creek Redwoods OSP	339,250	1,911,710	10,000	2,260,960
VP05-002	La Honda Creek Parking and Trailhead Access—Feasibility Study	274,750	142,750	0	417,500
VP11-001	Rancho San Antonio (RSA) Multimodal Access—Priority 1 Implementation	25,000	25,000	0	50,000
Total		\$5,928,006	\$5,492,827	\$763,000	\$12,183,833

*FY22 construction budget will be reduced in FY22 and moved to FY23.

In addition to these 17 projects to connect diverse communities to their open space preserves, Midpen programs expand outreach to diverse communities through our grantmaking program, community partnerships, sponsorships and other activities.





Wildland Fire Resiliency Project Summary

Project #	Project Name	FY22	FY23	FY24	3-Year Total
61017	Fuel Reduction Implementation	\$680,000	\$660,000	\$660,000	\$2,000,000
61023*	Los Gatos Creek Watershed–Wildland Fire Resiliency	250,000	250,000	250,000	750,000
80003-10*	Wildland Fire Resiliency Program	258,000	235,000	0	493,000
80063	Districtwide Vegetation Mapping	48,000	0	174,000	222,000
80072	Irish Ridge Restoration	80,000	230,000	245,000	555,000
MAA05-010	Restoration Forestry Demonstration Project	349,126	571,706	365,000	1,285,832
MAA21-007	Bear Creek Redwoods Preserve Plan: Invasive Weed Treatment and Restoration	158,118	108,051	100,000	366,169
Total		\$1,823,244	\$2,054,758	\$1,794,000	\$5,672,001

*Budgets will be reassessed in FY22.

PROJECT NUMBERING

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

MAA eligible projects are designated by portfolio and project number, for example MAA21-006 indicates MAA portfolio number 21 (Bear Creek Redwoods: Public Recreation and Interpretive Projects), and project number 6 (Bear Creek Redwoods Alma College Cultural Landscape Rehabilitation).

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

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

SUPPORTING PROJECTS

Supporting projects are important activities undertaken each year that do not meet CIAP project criteria (typically with expenses less than \$50,000 over the lifetime of the project). While the supporting projects included in this section may incur real expenses, those expenses will only be included in department operating budgets listed in Section 4: Department Summary.

OPERATING IMPACT

Within the FY22-23 CIAP, Midpen has identified over 58 projects (or 61% of the CIAP) as having a future operating impact to the annual Budget and Action Plan. Some projects will have costs in perpetuity while other projects will have a shorter-term impact.

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

Land Acquisition and Preservation

Project #	Project Name	Fiscal Year	FY22	FY23	FY24	3-Year Total
20125	Cal-Water Land Exchange, Teague Hill Preserve	FY22	\$24,000	\$0	\$0	\$24,000
MAA01-005	Johnston Ranch Land Acquisition	FY22	49,250	0	0	49,250
MAA03-006	South Cowell Upland Land Conservation	FY22	15,000	0	0	15,000
VP08-001	Upper San Gregorio Land Conservation	FY22	19,500	0	0	19,500
VP08-002	Upper Alpine Creek Land Conservation	FY22	12,000	0	0	12,000
VP13-001	Cloverdale Ranch Land Opportunity	FY22/FY23	92,000	75,000	0	167,000
VP15-001	Redwood Forest Land Opportunity	FY22/FY23	20,500	5,000	0	25,500
VP19-002	El Sereno Land Conservation	FY22	20,000	0	0	20,000
VP23-004	Mt. Umunhum Land Conservation	FY22	19,000	0	0	19,000
VP24-002	Valley Water Exchange Agreement at Rancho de Guadalupe Area of Sierra Azul Preserve	FY22/FY23	10,000	5,000	0	15,000
VP25-001	Sierra Azul Loma Prieta Land Conservation	FY22	22,000	0	0	22,000
VP25-003	Forest of Nisene Marks Connection	FY22	10,000	0	0	10,000
VP39-001	Lower San Gregorio Creek Watershed Land Conservation	FY22/FY23	70,000	12,500	0	82,500
None	Districtwide Purchase Options and Low-value Land Fund	Reoccurring	300,000	300,000	300,000	900,000
Total			\$683,250	\$397,500	\$300,000	\$1,380,750

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

SUPPORTING PROJECTS

Project Name	Project Purpose	Lead Department	Fiscal Year
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/General Manager's Office	FY22



LAND ACQUISITION AND PRESERVATION

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



PROJECT DESCRIPTION

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

FY22 SCOPE

Negotiate and execute letter of intent, exchange agreement and easements.

FY23 SCOPE

Complete.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	4,000	0	0	0	4,000
8201–Architect/Engineering Services	0	0	20,000	0	0	0	20,000
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$24,000	\$0	\$0	\$0	\$24,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	24,000	0	0	0	24,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$24,000	\$0	\$0	\$0	\$24,000

LAND ACQUISITION AND PRESERVATION

Johnston Ranch Land Acquisition
Project #: MAA01-005
Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Purchase upland portion of Johnston Ranch from Peninsula Open Space Trust as an addition to the Miramontes Ridge Open Space Preserve.

FY22 SCOPE

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; assign 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.

FY23 SCOPE

Complete.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	115,044	77,000	49,250	0	0	0	241,294
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$115,044	\$77,000	\$49,250	\$0	\$0	\$0	\$241,294

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	115,044	77,000	49,250	0	0	0	241,294
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$115,044	\$77,000	\$49,250	\$0	\$0	\$0	\$241,294



LAND ACQUISITION AND PRESERVATION

**South Cowell Upland Land Conservation
Project #: MAA03-006
Fund: 30 – Measure AA Capital**



PROJECT DESCRIPTION

In partnership with Peninsula Open Space Trust, pursue land purchase to provide improved parking and trail access for the Purisima-to-the-Sea regional trail corridor.

FY22 SCOPE

Upon approval of a land division application by San Mateo County, complete fee transfer of upland property to Midpen.

FY23 SCOPE

Complete.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	40,860	4,860,000	15,000	0	0	0	4,915,860
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$40,860	\$4,860,000	\$15,000	\$0	\$0	\$0	\$4,915,860

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	40,860	4,860,000	15,000	0	0	0	4,915,860
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$40,860	\$4,860,000	\$15,000	\$0	\$0	\$0	\$4,915,860



LAND ACQUISITION AND PRESERVATION

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

PROJECT DESCRIPTION

Negotiate property additions to the upper San Gregorio Creek watershed.

FY22 SCOPE

For Woodruff Redwoods property, negotiate alternative access easement with adjoining private property owner, survey alternative easement and record new easement.

FY23 SCOPE

Complete.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	3,270	20,000	19,500	0	0	0	42,770
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$3,270	\$20,000	\$19,500	\$0	\$0	\$0	\$42,770

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	3,270	20,000	19,500	0	0	0	42,770
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$3,270	\$20,000	\$19,500	\$0	\$0	\$0	\$42,770

LAND ACQUISITION AND PRESERVATION

**Upper Alpine Creek Land Conservation
Project #: VP08-002
Fund: 40 – General Fund Capital**



PROJECT DESCRIPTION

Purchase 273-acre property adjacent to Russian Ridge Open Space Preserve.

FY22 SCOPE

Negotiate and execute purchase of property.

FY23 SCOPE

Complete.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	15,000	12,000	0	0	0	27,000
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$15,000	\$12,000	\$0	\$0	\$0	\$27,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	15,000	12,000	0	0	0	27,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$15,000	\$12,000	\$0	\$0	\$0	\$27,000

LAND ACQUISITION AND PRESERVATION

Cloverdale Ranch Land Opportunity
Project #: VP13-001
Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

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

FY22 SCOPE

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.

FY23 SCOPE

Complete the land division application and pursue purchase of the Cloverdale Ranch property.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	6,036	55,000	92,000	75,000	0	0	228,036
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$6,036	\$55,000	\$92,000	\$75,000	\$0	\$0	\$228,036

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	6,036	55,000	92,000	75,000	0	0	228,036
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$6,036	\$55,000	\$92,000	\$75,000	\$0	\$0	\$228,036



LAND ACQUISITION AND PRESERVATION

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



PROJECT DESCRIPTION

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

FY22 SCOPE

Pursue opportunities to purchase redwood forest lands in the Slate Creek and Oil Creek watersheds.

FY23 SCOPE

Pursue opportunities to purchase redwood forest lands in the Slate Creek and Oil Creek watersheds.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	20,500	5,000	0	0	25,500
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$20,500	\$5,000	\$0	\$0	\$25,500

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	20,500	5,000	0	0	25,500
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$20,500	\$5,000	\$0	\$0	\$25,500

LAND ACQUISITION AND PRESERVATION

**El Sereno Land Conservation
Project #: VP19-002
Fund: 40 – General Fund Capital**



PROJECT DESCRIPTION

Pursue land rights for a trail connection between El Sereno Open Space Preserve and Sanborn County Park as part of the Bay Area Ridge Trail.

FY22 SCOPE

Recontact property owner to negotiate and execute a trail easement.

FY23 SCOPE

Complete.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	20,000	20,000	0	0	0	40,000
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$20,000	\$20,000	\$0	\$0	\$0	\$40,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	20,000	20,000	0	0	0	40,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$20,000	\$20,000	\$0	\$0	\$0	\$40,000



LAND ACQUISITION AND PRESERVATION

**Mt. Umunhum Land Conservation
Project #: VP23-004
Fund: 40 – General Fund Capital**



PROJECT DESCRIPTION

Purchase approximately 273-acres to help make future trail connections west of Mt. Umunhum.

FY22 SCOPE

Negotiate and enter into a purchase and sale agreement with property owner and close transaction.

FY23 SCOPE

Complete.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	19,000	0	0	0	19,000
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$19,000	\$0	\$0	\$0	\$19,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	19,000	0	0	0	19,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$19,000	\$0	\$0	\$0	\$19,000

LAND ACQUISITION AND PRESERVATION

Valley Water Exchange Agreement at Rancho de Guadalupe Area of Sierra Azul Preserve

Project #: VP24-002

Fund: 40 – General Fund Capital

PROJECT DESCRIPTION

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

FY22 SCOPE

Project on hold pending Valley Water reinitiating Guadalupe Reservoir Dam Repairs Project.

FY23 SCOPE

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.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	10,000	5,000	0	0	15,000
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$10,000	\$5,000	\$0	\$0	\$15,000
Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	10,000	5,000	0	0	15,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$10,000	\$5,000	\$0	\$0	\$15,000

LAND ACQUISITION AND PRESERVATION

**Sierra Azul Loma Prieta Land Conservation
Project #: VP25-001
Fund: 40 – General Fund Capital**



PROJECT DESCRIPTION

Pursue land purchase opportunity to grow Midpen’s contiguous greenbelt in the Loma Prieta area of Sierra Azul Open Space Preserve.

FY22 SCOPE

Negotiate and close potential land transactions needed to complete Midpen ownership of Loma Prieta Road as a future regional trail corridor.

FY23 SCOPE

Complete.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	20,000	22,000	0	0	0	42,000
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$20,000	\$22,000	\$0	\$0	\$0	\$42,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	20,000	22,000	0	0	0	42,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$20,000	\$22,000	\$0	\$0	\$0	\$42,000



LAND ACQUISITION AND PRESERVATION

Forest of Nisene Marks Connection

Project #: VP25-003

Fund: 40 – General Fund Capital

PROJECT DESCRIPTION

Purchase Hihn right-of-way from Highland Way into the Soquel Demonstration Forest from Loma Prieta Ranch area of Sierra Azul Open Space Preserve to pursue Mt. Umunhum-to-the-Sea trail.

FY22 SCOPE

Negotiate and purchase right-of-way from Highland Way into the Soquel Demonstration Forest.

FY23 SCOPE

Complete.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	10,000	0	0	0	10,000
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$10,000	\$0	\$0	\$0	\$10,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	10,000	0	0	0	10,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$10,000	\$0	\$0	\$0	\$10,000

LAND ACQUISITION AND PRESERVATION

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



PROJECT DESCRIPTION

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

FY22 SCOPE

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

FY23 SCOPE

In partnership with Peninsula Open Space Trust, monitor riparian conservation easement and support creek restoration planning.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	16,308	1,500	20,000	12,500	0	0	50,308
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	50,000	0	0	0	50,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$16,308	\$1,500	\$70,000	\$12,500	\$0	\$0	\$100,308

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	16,308	1,500	70,000	12,500	0	0	100,308
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$16,308	\$1,500	\$70,000	\$12,500	\$0	\$0	\$100,308

Natural Resource Protection and Restoration



Project #	Project Name	Fiscal Year	FY22	FY23	FY24	3-Year Total
61014	Bear Creek Stables Road Drainage Repairs	FY22/FY23	\$30,000	\$10,000	\$10,000	\$50,000
61017	Fuel Reduction Implementation	FY22/FY23	680,000	660,000	660,000	2,000,000
61021	Toto Ranch North Water Line	FY23	0	117,000	0	117,000
61023*	Los Gatos Creek Watershed–Wildland Fire Resiliency	FY22/FY23	250,000	250,000	250,000	750,000
61024	Lobitos Creek Fencing	FY23	0	215,000	0	215,000
80003-10*	Wildland Fire Resiliency Program	FY22/FY23	258,000	235,000	0	493,000
80034-44-100000	Programmatic State and Federal Environmental Permitting	FY22/FY23	265,000	65,000	0	330,000
80054	Badger/Burrowing Owl Habitat Assessment	FY22/FY23	24,239	0	0	24,239
80058	Districtwide Aquatic Habitat Assessment and eDNA Collection	FY23	0	130,000	120,000	250,000
80059	Groundwater Well Decommissioning	FY22/FY23	161,000	60,000	0	221,000
80063	Districtwide Vegetation Mapping	FY22/FY23	48,000	0	174,000	222,000
80065	IPM Implementation of Santa Clara Valley Water District Grant	FY22/FY23	200,000	200,000	0	400,000
80066	Amah Mutsun Land Trust Native Garden	FY23	0	50,000	100,000	150,000
80069	Mountain Lion Collaring Effort–Rancho San Antonio/Foothills Area Preserve	FY22/FY23	101,400	101,400	101,400	304,200
80070	Carbon Storage Study–Pilot Project, San Gregorio Watershed	FY22/FY23	50,000	25,000	40,000	115,000
80071	Ecological Health and Biodiversity Monitoring	FY23	0	65,000	65,000	130,000
80072	Irish Ridge Restoration	FY22/FY23	80,000	230,000	245,000	555,000
80073	Lehigh Quarry Reclamation Plan Review	FY22/FY23	245,000	100,000	0	345,000
80074	Science Advisory Panel	FY22/FY23	100,000	50,000	0	150,000
MAA01-004	Remediation Plan and Ranch Debris Clean Up, Madonna Creek Ranch	FY22/FY23	8,731	6,780	6,000	21,511
MAA01-006	Madonna Creek Fish, Water Supply and Bridge Replacement	FY22/FY23	116,150	272,143	100,000	488,293
MAA03-002	Purisima Upland Site Clean up and Soil Remediation	FY22/FY23	129,821	654,962	0	784,783
MAA03-007	Purisima-to-the-Sea Habitat Enhancement and Water Supply Improvement Plan	FY22/FY23	141,048	264,002	295,000	700,050
MAA05-010	Restoration Forestry Demonstration Project	FY22/FY23	349,126	571,706	365,000	1,285,832
MAA05-011	Lone Madrone Ranch Fence Installation	FY22/FY23	28,027	173,796	0	201,823
MAA07-008	Lower Turtle Pond Repair	FY22/FY23	63,408	53,107	289,000	405,515
MAA20-001	Wildlife Corridor: Highway 17 Crossing	FY22/FY23	342,965	985,076	1,000,000	2,328,041
MAA21-007	Bear Creek Redwoods Preserve Plan: Invasive Weed Treatment and Restoration	FY22/FY23	158,118	108,051	100,000	366,169
MAA21-010	Bear Creek Redwoods Landfill Characterization and Remediation	FY22/FY23	156,839	280,000	0	436,839
MAA22-001	Hendrys Creek Property Land Restoration	FY22	41,682	0	0	41,682
VP22-001	Alma Bridge Road Newt Mortality and Population Study	FY22/FY23	120,000	60,000	15,000	195,000
Total			\$4,148,552	\$5,993,025	\$3,935,400	\$14,076,977

*Budgets will be reassessed in FY22.



SUPPORTING PROJECTS

Project Name	Project Purpose	Lead Department	Fiscal Year
Agricultural Policy	Establish a comprehensive agricultural policy to guide future District activities.	Natural Resources	FY22/FY23
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.	Natural Resources	FY22/FY23
Drought Response and Resiliency Plan	Prepare for drought and identify drought resiliency measures.	Natural Resources	FY23
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.	Land and Facilities	FY22/FY23
Marbled Murrelet Recovery	Comply with survey requirements on District lands for affected projects and assist in development of region-wide recovery plans.	Natural Resources	FY22/FY23
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 affect the environment.	Natural Resources	FY22
Pescadero Sediment TMDL Implementation	Fulfill regulatory mandate to reduce sediment in the Pescadero Watershed.	Natural Resources	FY22/FY23
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	Natural Resources	FY23
Water Quality Monitoring Program	Monitor water quality in support of District land management and ecosystems.	Natural Resources	FY23

NATURAL RESOURCE PROTECTION AND RESTORATION

**Bear Creek Stables Road Drainage Repairs
Project #: 61014
Fund: 10 – General Fund Operating**



PROJECT DESCRIPTION

Assess drainage and erosion from arena area onto the road around paddocks. Repair or remove old road and plant trees for mitigation.

FY22 SCOPE

Complete any outstanding road abandonment and erosion control tasks under the California Department of Fish and Wildlife routine maintenance agreement to improve drainage and stabilize lands. Monitor temporary erosion control best management practices during wet season to ensure site stability.

FY23 SCOPE

Monitor plant mitigation.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	75,000	30,000	10,000	10,000	20,000	145,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$75,000	\$30,000	\$10,000	\$10,000	\$20,000	\$145,000
Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$75,000	\$30,000	\$10,000	\$10,000	\$20,000	\$145,000
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$75,000	\$30,000	\$10,000	\$10,000	\$20,000	\$145,000



Fuel Reduction Implementation
Project #: 61017
Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

Begin fuel reduction work outlined in upcoming vegetation management plan to reduce fuels that contribute to wildfire risks.

FY22 SCOPE

Implement first year of fuel reduction work outlined in vegetation management plan to reduce fuels and lessen wildfire risk.

FY23 SCOPE

Implement second year of fuel reduction work outlined in vegetation management plan to reduce fuels and lessen wildfire risk.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	100,000	680,000	660,000	660,000	610,000	2,710,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$100,000	\$680,000	\$660,000	\$660,000	\$610,000	\$2,710,000
Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$100,000	\$680,000	\$660,000	\$660,000	\$610,000	\$2,710,000
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$100,000	\$680,000	\$660,000	\$660,000	\$610,000	\$2,710,000

Toto Ranch North Water Line
Project #: 61021
Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

Install Toto Ranch north water line.

FY22 SCOPE

Deferred to FY23.

FY23 SCOPE

Install new water line and connect to the new water trough.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	17,500	0	0	17,500
8203–Inspection/Construction Monitoring	0	0	0	7,500	0	0	7,500
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	92,000	0	0	92,000
Grand Total	\$0	\$0	\$0	\$117,000	\$0	\$0	\$117,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	117,000	0	0	117,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$0	\$117,000	\$0	\$0	\$117,000



**Los Gatos Creek Watershed – Wildland Fire Resiliency
Project #: 61023
Fund: 10 – General Fund Operating**



PROJECT DESCRIPTION

Implementation of fuels reduction in high-fuel load areas (including areas with extremely high infestation of Sudden Oak Death).

FY22 SCOPE

If funding is successful, implement first year of fuel treatments, which includes both mechanical and manual treatment options.

FY23 SCOPE

If funding is successful, implement second year of fuel treatments, which includes both mechanical and manual treatment options.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22* Budget	FY23* Projections	FY24* Projections	Estimated* Future Years	Total
4000–Staff Costs	\$0	\$0	\$14,000	\$14,000	\$14,000	\$14,000	\$56,000
5000-7000–Service & Supplies	0	0	236,000	236,000	236,000	236,000	944,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$250,000	\$250,000	\$250,000	\$250,000	\$1,000,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$250,000	\$250,000	\$250,000	\$250,000	\$1,000,000
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$250,000	\$250,000	\$250,000	\$250,000	\$1,000,000

*Budgets will be reassessed in FY22.

NATURAL RESOURCE PROTECTION AND RESTORATION

Lobitos Creek Fencing

Project #: 61024

Fund: 40 – General Fund Capital

PROJECT DESCRIPTION

Extend east to west fence that will run along the southern end of the property and it will be approximately 6,000 to 8,000 feet long. Will also be removing of the old fencing.

FY22 SCOPE

N/A

FY23 SCOPE

Scope, plan and design the fencing improvement; begin local/regulatory permitting.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	15,000	0	0	15,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	200,000	0	0	200,000
Grand Total	\$0	\$0	\$0	\$215,000	\$0	\$0	\$215,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	215,000	0	0	215,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$0	\$215,000	\$0	\$0	\$215,000

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



PROJECT DESCRIPTION

Develop the Wildland Fire Resiliency Program for Midpen lands and hire consultants to design program and prepare environmental review.

FY22 SCOPE

Continue implementation of priority Fire Fuels Management Projects and associated grant funding support and partnership management. Continue development of Wildland Fire Pre-Plans/Resource Advisor Maps for Open Space Preserves. Begin phase 2 of the Wildland Fire Resiliency Program development (Prescribed Fire) with Stakeholder Outreach Meetings.

FY23 SCOPE

Continue phase 2 of the Wildland Fire Resiliency Program development, including all CEQA requirements.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22* Budget	FY23* Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	424,276	287,000	258,000	235,000	0	0	1,204,276
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$424,276	\$287,000	\$258,000	\$235,000	\$0	\$0	\$1,204,276

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$424,276	\$287,000	\$258,000	\$235,000	\$0	\$0	\$1,204,276
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$424,276	\$287,000	\$258,000	\$235,000	\$0	\$0	\$1,204,276

*FY22 and FY23 budgets will be reassessed in FY22.

NATURAL RESOURCE PROTECTION AND RESTORATION

Programmatic State and Federal Environmental Permitting

Project #: 80034-44-100000

Fund: 10 – General Fund Operating

PROJECT DESCRIPTION

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

FY22 SCOPE

Finalize steps to secure State and Federal environmental permits. Complete CEQA. Begin annual permitting once obtained.

FY23 SCOPE

Conduct site specific studies in support of annual permitting for routine maintenance activities in Midpen preserves.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	237,873	333,000	265,000	65,000	0	0	900,873
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$237,873	\$333,000	\$265,000	\$65,000	\$0	\$0	\$900,873

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$237,873	\$333,000	\$265,000	\$65,000	\$0	\$0	\$900,873
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$237,873	\$333,000	\$265,000	\$65,000	\$0	\$0	\$900,873

Badger/Burrowing Owl Habitat Assessment

Project #: 80054

Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

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

FY22 SCOPE

Finalize data collection and analysis, management recommendations, and identify next steps. Present recommendations to the full board to confirm next steps.

FY23 SCOPE

TBD pending board feedback and direction in FY22.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	140,620	71,000	24,239	0	0	0	235,859
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$140,620	\$71,000	\$24,239	\$0	\$0	\$0	\$235,859

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$140,620	\$71,000	\$24,239	\$0	\$0	\$0	\$235,859
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$140,620	\$71,000	\$24,239	\$0	\$0	\$0	\$235,859

NATURAL RESOURCE PROTECTION AND RESTORATION

Districtwide Aquatic Habitat Assessment and eDNA Collection

Project #: 80058

Fund: 10 – General Fund Operating

PROJECT DESCRIPTION

Complete aquatic surveys for multiple species at multiple locations and compile report of findings.

FY22 SCOPE

N/A.

FY23 SCOPE

Complete first year surveys and preliminary report.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	130,000	120,000	0	250,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$0	\$130,000	\$120,000	\$0	\$250,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$130,000	\$120,000	\$0	\$250,000
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$0	\$130,000	\$120,000	\$0	\$250,000



Groundwater Well Decommissioning
Project #: 80059
Fund: 40 – General Fund Capital

PROJECT DESCRIPTION

Work with consultant to evaluate approximately 10 wells and contract for their decommissioning with a qualified driller in the Sierra Azul area. Additional wells in the Skyline Region require assessment and likely decommissioning.

FY22 SCOPE

Obtains permits and hire a contractor to decommission approximately 10 abandoned domestic wells in Sierra Azul Open Space Preserve.

FY23 SCOPE

Obtains permits and hire a contractor to assess and decommission wells in the Skyline Region.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	25,000	15,000	0	0	40,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	2,000	6,000	0	0	0	8,000
8205–Construction	0	50,000	130,000	45,000	0	0	225,000
Grand Total	\$0	\$52,000	\$161,000	\$60,000	\$0	\$0	\$273,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	52,000	161,000	60,000	0	0	273,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$52,000	\$161,000	\$60,000	\$0	\$0	\$273,000

Districtwide Vegetation Mapping
Project #: 80063
Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

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

FY22 SCOPE

Provide technical project support and coordination; review GIS deliverables; and provide feedback on project.

FY23 SCOPE

Integrate final deliverables into Midpen’s Enterprise GIS database.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	85,000	89,200	48,000	0	174,000	0	396,200
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$85,000	\$89,200	\$48,000	\$0	\$174,000	\$0	\$396,200
Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$85,000	\$89,200	\$48,000	\$0	\$174,000	\$0	\$396,200
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$85,000	\$89,200	\$48,000	\$0	\$174,000	\$0	\$396,200



IPM Implementation of Santa Clara Valley Water District Grant

Project #: 80065

Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

Expand scope of the Valley Water integrated pest management grant to include invasive plant removal at Bear Creek Redwoods, Rancho San Antonio and Picchetti Ranch preserves.

FY22 SCOPE

Oversee contractor to implement IPM to address high-priority weeds in riparian areas within Bear Creek Redwoods, Rancho San Antonio and Picchetti Ranch preserves.

FY23 SCOPE

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.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	24,720	170,000	200,000	200,000	0	0	594,720
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$24,720	\$170,000	\$200,000	\$200,000	\$0	\$0	\$594,720
Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$24,720	\$(73,905)	\$0	\$0	\$0	\$0	\$(49,185)
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	243,905	200,000	200,000	0	0	643,905
Grand Total	\$24,720	\$170,000	\$200,000	\$200,000	\$0	\$0	\$594,720

NATURAL RESOURCE PROTECTION AND RESTORATION

Amah Mutsun Land Trust Native Garden
Project #: 80066
Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

Create a culturally significant native plant garden at Mount Umunhum.

FY22 SCOPE

N/A

FY23 SCOPE

Complete any necessary CEQA documentation; implement the final restoration plan for the culturally significant native plant demonstration garden.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	50,000	100,000	50,000	200,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$0	\$50,000	\$100,000	\$50,000	\$200,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$50,000	\$100,000	\$50,000	\$200,000
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$0	\$50,000	\$100,000	\$50,000	\$200,000



NATURAL RESOURCE PROTECTION AND RESTORATION

Mountain Lion Collaring Effort – Rancho San Antonio/Foothills Area Preserve
Project #: 80069
Fund: 10 – General Fund Operating

PROJECT DESCRIPTION

Collaring of mountain lions and other associated research (cameras, deterrents etc.) at Rancho San Antonio and other Santa Clara Valley foothills preserves, where reported human and mountain lion interactions are most frequent.

FY22 SCOPE

Receive first year status report, refine methods and ongoing research.

FY23 SCOPE

Receive second year status report and provide initial findings, continue ongoing research.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	100,000	101,400	101,400	101,400	101,400	505,600
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$100,000	\$101,400	\$101,400	\$101,400	\$101,400	\$505,600

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$100,000	\$101,400	\$101,400	\$101,400	\$101,400	\$505,600
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$100,000	\$101,400	\$101,400	\$101,400	\$101,400	\$505,600

NATURAL RESOURCE PROTECTION AND RESTORATION

Carbon Storage Study – Pilot Project, San Gregorio Watershed

Project #: 80070

Fund: 10 – General Fund Operating

PROJECT DESCRIPTION

Gather carbon storage and sequestration data in the San Gregorio watershed using consultant services and existing GIS data.

FY22 SCOPE

Hire a consultant to use existing data, gather data in representative ecosystem types, and extrapolate using remote sensing data.

FY23 SCOPE

Using data and reports, identify carbon sequestration enhancement opportunities and implementation timelines.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	50,000	25,000	40,000	0	115,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$50,000	\$25,000	\$40,000	\$0	\$115,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$50,000	\$25,000	\$40,000	\$0	\$115,000
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$50,000	\$25,000	\$40,000	\$0	\$115,000

Ecological Health and Biodiversity Monitoring
Project #: 80071
Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

Create monitoring protocol and identify areas for exclusion within grassland areas to assist in natural resource protection and restoration.

FY22 SCOPE

N/A

FY23 SCOPE

Start implementation and installation of grassland exclusion areas. Collection baseline information.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	65,000	65,000	65,000	195,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$0	\$65,000	\$65,000	\$65,000	\$195,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$65,000	\$65,000	\$65,000	\$195,000
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$0	\$65,000	\$65,000	\$65,000	\$195,000

Irish Ridge Restoration
Project #: 80072
Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

Plan, permit and implement habitat restoration for special status species, as well as climate change and wildland fire resiliency.

FY22 SCOPE

Begin development of a habitat restoration plan.

FY23 SCOPE

Complete the habitat restoration plan and permitting.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	80,000	230,000	245,000	245,000	800,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$80,000	\$230,000	\$245,000	\$245,000	\$800,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$80,000	\$230,000	\$245,000	\$245,000	\$800,000
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$80,000	\$230,000	\$245,000	\$245,000	\$800,000



Lehigh Quarry Reclamation Plan Review
Project #: 80073
Fund: 10 – General Fund Operating

PROJECT DESCRIPTION

Review technical documentation for the proposed reclamation plan and hire consulting services as needed.

FY22 SCOPE

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.

FY23 SCOPE

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.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	245,000	100,000	0	0	345,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$245,000	\$100,000	\$0	\$0	\$345,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$245,000	\$100,000	\$0	\$0	\$345,000
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$245,000	\$100,000	\$0	\$0	\$345,000

NATURAL RESOURCE PROTECTION AND RESTORATION**Science Advisory Panel****Project #: 80074****Fund: 10 – General Fund Operating****PROJECT DESCRIPTION**

Formation of a Science Advisory Panel.

FY22 SCOPE

Continue Science Advisory Panel process. Present findings on landscape-level monitoring and recreation benefits and impacts topics. Integrate findings from previous reports into operating and action plan projects.

FY23 SCOPE

Research and present on fourth topic to be chosen by Board. Begin implementation of landscape level monitoring recommendations.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	100,000	50,000	0	0	150,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$100,000	\$50,000	\$0	\$0	\$150,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$100,000	\$50,000	\$0	\$0	\$150,000
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$100,000	\$50,000	\$0	\$0	\$150,000

Remediation Plan Development and Ranch Dump Clean Up, Madonna Creek Ranch
Project #: MAA01-004
Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Obtain permits, remediate dumpsite and restore vegetation as warranted.

FY22 SCOPE

Conduct monitoring and plant maintenance for first year of three-year project.

FY23 SCOPE

Conduct monitoring and plant maintenance for second year of three-year project.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$20,474	\$731	\$780	\$0	\$0	\$21,985
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	114,900	8,000	6,000	6,000	0	134,900
8203–Inspection/Construction Monitoring	0	25,000	0	0	0	0	25,000
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	296,410	0	0	0	0	296,410
Grand Total	\$0	\$456,784	\$8,731	\$6,780	\$6,000	\$0	\$478,295

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	417,859	8,731	6,780	6,000	0	439,370
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	38,925	0	0	0	0	38,925
Grand Total	\$0	\$456,784	\$8,731	\$6,780	\$6,000	\$0	\$478,295

Madonna Creek Fish, Water Supply and Bridge Replacement
Project #: MAA01-006
Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Hire consultant to develop feasibility and cost of fish passage project. If feasible, develop alternative water supply for agricultural operations and begin concept designs for vehicle bridge replacements.

FY22 SCOPE

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.

FY23 SCOPE

Develop 30% designs, initiate permitting consultations, and pursue grant funding opportunities.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$6,150	\$12,143	\$0	\$0	\$18,293
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	110,000	260,000	100,000	0	470,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$116,150	\$272,143	\$100,000	\$0	\$488,293

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	116,150	272,143	100,000	0	488,293
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$116,150	\$272,143	\$100,000	\$0	\$488,293



Purisima Upland Site Clean up and Soil Remediation
Project #: MAA03-002
Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Provide demolition, remediation, oil well decommissioning and site cleanup services at the Purisima upland property.

FY22 SCOPE

Complete oil well investigation and assessment, CEQA review, permitting, and prepare oil well decommissioning bid documents.

FY23 SCOPE

Complete oil well decommissioning, cleanup and remediation work.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$15,491	\$27,619	\$44,821	\$12,962	\$0	\$0	\$100,893
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	65,271	0	0	0	0	0	65,271
8201–Architect/Engineering Services	10,838	77,130	30,000	10,000	0	0	127,968
8202–Environmental/Planning Services	7,152	94,975	35,000	0	0	0	137,127
8203–Inspection/Construction Monitoring	3,231	31,500	15,000	55,000	0	0	104,731
8204–Permitting Fees	7,196	0	5,000	0	0	0	12,196
8205–Construction	1,405	0	0	577,000	0	0	578,405
Grand Total	\$110,584	\$231,224	\$129,821	\$654,962	\$0	\$0	\$1,126,592

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	110,584	231,224	129,821	181,482	0	0	653,112
40–General Fund Capital	0	0	0	396,000	0	0	396,000
Grants/Partnerships/Other	0	0	0	77,480	0	0	77,480
Grand Total	\$110,584	\$231,224	\$129,821	\$654,962	\$0	\$0	\$1,126,592

Purisima-to-the-Sea Habitat Enhancement and Water Supply Improvement Plan
Project #: MAA03-007
Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Develop sitewide pond habitat enhancement plan and design, permit, and construct a water supply improvement project to support grazing and habitat needs at Elkus Lobitos, as well as priority pond enhancements identified in the plan.

FY22 SCOPE

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.

FY23 SCOPE

Complete design and begin permitting.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$11,048	\$9,002	\$0	\$0	\$20,050
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	85,000	60,000	20,000	0	165,000
8202–Environmental/Planning Services	0	0	45,000	45,000	25,000	0	115,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	150,000	250,000	10,000	410,000
Grand Total	\$0	\$0	\$141,048	\$264,002	\$295,000	\$10,000	\$710,050

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	141,048	264,002	0	0	405,050
40–General Fund Capital	0	0	0	0	295,000	10,000	305,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$141,048	\$264,002	\$295,000	\$10,000	\$710,050



Restoration Forestry Demonstration Project
Project #: MAA05-010
Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

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

FY22 SCOPE

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.

FY23 SCOPE

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.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$3,000	\$12,126	\$11,706	\$0	\$0	\$26,832
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	260,000	90,000	65,000	0	415,000
8202–Environmental/Planning Services	0	72,000	77,000	70,000	0	0	219,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	400,000	300,000	0	700,000
Grand Total	\$0	\$75,000	\$349,126	\$571,706	\$365,000	\$0	\$1,360,832

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	75,000	349,126	571,706	365,000	0	1,360,832
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$75,000	\$349,126	\$571,706	\$365,000	\$0	\$1,360,832

NATURAL RESOURCE PROTECTION AND RESTORATION

Lone Madrone Ranch Fence Installation
Project #: MAA05-011
Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Construct a livestock boundary fence along riparian corridor.

FY22 SCOPE

Scope, plan, design and determine location of riparian protection fencing for pasture 4.

FY23 SCOPE

Solicit bids and construct the livestock boundary fence.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$527	\$796	\$0	\$0	\$1,323
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	23,000	0	0	23,000
8203–Inspection/Construction Monitoring	0	7,500	7,500	0	0	0	15,000
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	69,575	20,000	150,000	0	0	239,575
Grand Total	\$0	\$77,075	\$28,027	\$173,796	\$0	\$0	\$278,898

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	77,075	28,027	173,796	0	0	278,898
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$77,075	\$28,027	\$173,796	\$0	\$0	\$278,898



NATURAL RESOURCE PROTECTION AND RESTORATION

**Lower Turtle Pond Repair
Project #: MAA07-008
Fund: 30 – Measure AA Capital**

PROJECT DESCRIPTION

Begin engineering and permitting work to repair and maintain Lower Turtle Pond in La Honda Open Creek Space Preserve.

FY22 SCOPE

Begin engineering and permitting work to repair and maintain Lower Turtle Pond in La Honda Creek Open Space Preserve.

FY23 SCOPE

Finalize design and continue permitting process.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$18,408	\$42,107	\$0	\$0	\$60,515
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	40,000	10,000	15,000	0	65,000
8202–Environmental/Planning Services	0	15,000	5,000	1,000	24,000	0	45,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	250,000	0	250,000
Grand Total	\$0	\$15,000	\$63,408	\$53,107	\$289,000	\$0	\$420,515

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	15,000	63,408	53,107	289,000	0	420,515
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$15,000	\$63,408	\$53,107	\$289,000	\$0	\$420,515

Wildlife Corridor: Highway 17 Crossing
Project #: MAA20-001
Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

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

FY22 SCOPE

Finalize environmental review, continue public and partner outreach, and seek funding opportunities.

FY23 SCOPE

Begin permitting and design. Continue public and partner outreach, and seek funding opportunities.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$40,916	\$14,196	\$22,965	\$45,076	\$0	\$0	\$123,153
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	2,485	0	20,000	0	0	0	22,485
8201–Architect/Engineering Services	266,561	0	0	800,000	1,000,000	500,000	2,566,561
8202–Environmental/Planning Services	13,709	245,000	300,000	140,000	0	0	698,709
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	87,236	0	0	0	0	9,200,000	9,287,236
Grand Total	\$410,906	\$259,196	\$342,965	\$985,076	\$1,000,000	\$9,700,000	\$12,698,143

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	410,906	259,196	(557,035)	885,076	1,000,000	5,700,000	7,698,143
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	900,000	100,000	0	4,000,000	5,000,000
Grand Total	\$410,906	\$259,196	\$342,965	\$985,076	\$1,000,000	\$9,700,000	\$12,698,143



Bear Creek Redwoods Preserve Plan: Invasive Weed Treatment and Restoration
Project #: MAA21-007
Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

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

FY22 SCOPE

Implement third year 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.

FY23 SCOPE

Implement year four 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.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$1,605	\$0	\$8,118	\$8,051	\$0	\$0	\$17,774
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	955,919	120,000	150,000	100,000	100,000	0	1,425,919
Grand Total	\$957,524	\$120,000	\$158,118	\$108,051	\$100,000	\$0	\$1,443,693

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	516,903	70,000	(650)	0	0	0	586,253
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	440,621	50,000	158,768	108,051	100,000	0	857,440
Grand Total	\$957,524	\$120,000	\$158,118	\$108,051	\$100,000	\$0	\$1,443,693

Bear Creek Redwoods Landfill Characterization and Remediation

Project #: MAA21-010

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Conduct investigation to assess and characterize old landfill for potential toxic substances, develop remediation plan and CEQA analysis, and implement remediation to facilitate opening Bear Creek Redwoods Open Space Preserve phase 2 trails for public access.

FY22 SCOPE

Hire historic resources firm to survey the cleanup area with additional services for health and safety plan.

FY23 SCOPE

Hire a design-build firm to obtain permits, develop a remedial action plan for the dump and implement remedial design and cleanup.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$11,839	\$0	\$0	\$0	\$11,839
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	39,195	0	145,000	15,000	0	0	199,195
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	10,000	0	0	10,000
8205–Construction	0	0	0	255,000	0	0	255,000
Grand Total	\$39,195	\$0	\$156,839	\$280,000	\$0	\$0	\$476,034
Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	39,195	0	156,839	280,000	0	0	476,034
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$39,195	\$0	\$156,839	\$280,000	\$0	\$0	\$476,034



Hendrys Creek Property Land Restoration
Project #: MAA22-001
Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

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

FY22 SCOPE

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.

FY23 SCOPE

Complete.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$107,243	\$0	\$27,682	\$0	\$0	\$0	\$134,926
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	51,316	0	0	0	0	0	51,316
8201–Architect/Engineering Services	13,045	0	0	0	0	0	13,045
8202–Environmental/Planning Services	75,074	0	3,000	0	0	0	78,074
8203–Inspection/Construction Monitoring	34,120	0	3,000	0	0	0	37,120
8204–Permitting Fees	14,277	0	0	0	0	0	14,277
8205–Construction	218,268	0	8,000	0	0	0	226,268
Grand Total	\$513,343	\$0	\$41,682	\$0	\$0	\$0	\$555,025

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	446,233	(269,117)	(741)	0	0	0	176,375
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	67,111	269,117	42,423	0	0	0	378,650
Grand Total	\$513,343	\$0	\$41,682	\$0	\$0	\$0	\$555,025

Alma Bridge Road Newt Mortality and Population Study
Project #: VP22-001
Fund: 10 – General Fund Operating

PROJECT DESCRIPTION

POST will retain a consultant to conduct a study that will estimate the number of adult newts attempting to cross Alma Bridge Road to breed in Lexington Reservoir and the percentage that are killed by vehicular strikes during a single breeding season. The data will be analyzed through a model to characterize this percentage relative to long-term impacts on the local newt population.

FY22 SCOPE

FY22 scope 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.

FY23 SCOPE

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).

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	150,000	120,000	60,000	15,000	0	345,000
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$150,000	\$120,000	\$60,000	\$15,000	\$0	\$345,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$150,000	\$120,000	\$60,000	\$15,000	\$0	\$345,000
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$150,000	\$120,000	\$60,000	\$15,000	\$0	\$345,000



Public Access, Education and Outreach



Project #	Project Name	Fiscal Year	FY22	FY23	FY24	3-Year Total
31901	ADA Barrier Removal	FY22/FY23	\$515,000	\$1,573,000	\$275,000	\$2,363,000
31903	Hwy 35 Multiuse Trail Crossing and Parking– Feasibility Study	FY22/FY23	160,000	29,000	0	189,000
31904	Purisima Preserve Multimodal Access Study	FY22/FY23	60,000	20,000	0	80,000
31906	Bear Creek Redwoods North Parking Area	FY23	0	220,000	75,000	295,000
31907	Johnston Ranch Loop Trail and Parking Area	FY23	0	30,000	0	30,000
35006	Kennedy Restroom Replacements	FY22/FY23	153,500	158,500	0	312,000
35008	Kennedy Trail Retaining Wall	FY22/FY23	217,000	384,500	0	601,500
61025*	FFO Trail Bridge Replacements	FY22/FY23	80,000	47,500	0	127,500
61027	Rancho San Antonio ADA Path to Deer Hollow Farm	FY22/FY23	50,000	85,000	0	135,000
MAA02-001	Cooley Landing Interpretative Facilities Design and Implementation	FY22	25,374	0	0	25,374
MAA03-005	Purisima-to-the-Sea Trail and Parking Area– Feasibility Study	FY22/FY23	301,777	259,646	340,000	901,423
MAA05-007	La Honda Creek Phase II Trail Connections	FY22/FY23	95,573	191,049	80,000	366,622
MAA05-008	La Honda Creek White Barn Structural Rehabilitation	FY22/FY23	210,137	226,797	0	436,934
MAA05-009*	La Honda Creek Redwood Cabin Removal and Site Restoration	FY22/FY23	92,870	411,792	0	504,662
MAA05-012	Phase 2–Paulin Bridge Replacements (2)	FY23	0	257,197	367,400	624,597
MAA06-002	Hawthorns Area Plan	FY22/FY23	111,325	57,796	38,000	207,121
MAA07-011	Phase II Loop Trails, Lower La Honda Creek OSP	FY22/FY23	127,680	50,698	0	178,378
MAA10-001	Alpine Road Regional Trail, Coal Creek	FY22/FY23	175,325	2,980,840	0	3,156,165
MAA16-001	Long Ridge Trail Connection to Eagle Rock and Devils Canyon	FY22/FY23	1,788	142,024	185,000	328,812
MAA20-002	Bay Area Ridge Trail: Highway 17 Crossing	FY22/FY23	683,054	1,409,115	2,000,000	4,092,169
MAA21-004**	Bear Creek Stables Repairs	FY22/FY23	694,847	4,226,116	0	4,920,962
MAA21-006	Bear Creek Redwoods–Alma College Cultural Landscape Rehabilitation	FY22/FY23	3,868,766	910,800	0	4,779,566
MAA21-011**	Phase II Trail Improvements, Bear Creek Redwoods OSP	FY22/FY23	339,250	1,911,710	10,000	2,260,960
MAA22-005	Beatty House Site Security Improvements	FY22	83,944	0	0	83,944
MAA25-002	Billingsley Property Site Cleanup	FY22	285,565	0	0	285,565
VP05-002	La Honda Creek Parking and Trailhead Access–Feasibility Study	FY22/FY23	274,750	142,750	0	417,500
VP11-001	Rancho San Antonio (RSA) Multimodal Access–Priority 1 Implementation	FY22/FY23	25,000	25,000	0	50,000
VP14-001	California Riding & Hiking Trails	FY22/FY23	15,000	2,500	0	17,500
VP23-003	Mt. Umunhum–Radar Tower Repair	FY22	1,618,000	0	0	1,618,000
Total			\$10,265,525	\$15,753,329	\$3,370,400	\$29,389,255

*FY23 projection will be reassessed and reduced in FY22.

**FY22 construction budget will be reduced in FY22 and moved to FY23.

SUPPORTING PROJECTS

Project Name	Project Purpose	Lead Department	Fiscal Year
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.	General Manager's Office	FY22/FY23
E-Bike Policy Evaluation (Paved Trails)	Assess e-bike access on District paved trails.	Visitor Services	FY22/FY23
E-Bike Policy Evaluation (Unpaved Trails)	Assess e-bike access on District natural/unpaved trails.	Visitor Services	FY22/FY23
Parking Area Naming Conventions	Determine naming convention and addresses for all existing parking areas to improve wayfinding.	Planning	FY22/FY23
Preserve Use Survey Implementation	Implement the recommendations detailed in the Preserve Use Survey to enhance visitor satisfaction and outreach.	General Manager's Office	FY22/FY23
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.	Planning	FY22/FY23
Stevens Creek Trail Signage	Install new trail signage for Stevens Creek Trail, to provide consistent signage across jurisdictions.	Planning	FY22/FY23

ADA Barrier Removal
Project #: 31901
Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

Prioritize barrier removals and develop cost estimates. Complete tracking and reporting on annual accomplishments of priorities.

FY22 SCOPE

Complete year three of priority barrier removals.

FY23 SCOPE

Complete year four of priority barrier removals.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	69,610	69,425	270,000	78,000	0	0	487,035
8202–Environmental/Planning Services	0	30,000	60,000	60,000	25,000	0	175,000
8203–Inspection/Construction Monitoring	6,974	18,250	25,000	105,000	0	0	155,224
8204–Permitting Fees	37,967	9,200	160,000	0	0	0	207,167
8205–Construction	4,228	598,760	0	1,330,000	250,000	0	2,182,988
Grand Total	\$118,779	\$725,635	\$515,000	\$1,573,000	\$275,000	\$0	\$3,207,414

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	93,779	652,035	515,000	1,573,000	275,000	0	3,108,814
Grants/Partnerships/Other	25,000	73,600	0	0	0	0	98,600
Grand Total	\$118,779	\$725,635	\$515,000	\$1,573,000	\$275,000	\$0	\$3,207,414

Hwy 35 Multiuse Trail Crossing and Parking – Feasibility Study
Project #: 31903
Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

Partnership with the Bay Area Ridge Trail Council, SFPUC and POST to evaluate a pedestrian crossing at Highway 35 from SFPUC’s Bay Area Ridge Trail Extension to North Ridge parking lot and feasibility of potential parking expansion.

FY22 SCOPE

Continue feasibility studies for the trail crossing and parking area expansion. Initiate multiyear biological surveys.

FY23 SCOPE

Due to biological surveys that require two years, continue feasibility studies for the trail crossing and parking area expansion.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	130,000	160,000	29,000	0	0	319,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$130,000	\$160,000	\$29,000	\$0	\$0	\$319,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$55,000	\$46,000	\$29,000	\$0	\$0	\$130,000
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	75,000	114,000	0	0	0	189,000
Grand Total	\$0	\$130,000	\$160,000	\$29,000	\$0	\$0	\$319,000



Purisima Preserve Multimodal Access Study
Project #: 31904
Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

Project will build upon the prior transportation demand management analysis completed and recommendations developed for Rancho San Antonio Open Space Preserve, and explore the feasibility and method for advancing those strategies, as suitable, for Purisima Creek’s current and future parking areas, which are in more remote and rural areas than Rancho’s main parking lot.

FY22 SCOPE

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.

FY23 SCOPE

Present recommendations to the Planning and Natural Resources Committee for discussion and next steps, and subsequently to the full board for concurrence on the recommended strategies to pursue.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	60,000	20,000	0	0	80,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$60,000	\$20,000	\$0	\$0	\$80,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$60,000	\$20,000	\$0	\$0	\$80,000
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$60,000	\$20,000	\$0	\$0	\$80,000

PUBLIC ACCESS, EDUCATION AND OUTREACH

**Bear Creek Redwoods North Parking Area
Project #: 31906
Fund: 40 – General Fund Capital**



PROJECT DESCRIPTION

Plan, design, permit and construct a new paved parking lot and visitor entrance driveway, with vehicular and equestrian parking/staging, vault restroom, interpretive signage, and bicycle racks.

FY22 SCOPE

N/A

FY23 SCOPE

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.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	145,000	75,000	0	220,000
8202–Environmental/Planning Services	0	0	0	50,000	0	0	50,000
8203–Inspection/Construction Monitoring	0	0	0	25,000	0	30,000	55,000
8204–Permitting Fees	0	0	0	0	0	20,000	20,000
8205–Construction	0	0	0	0	0	1,500,000	1,500,000
Grand Total	\$0	\$0	\$0	\$220,000	\$75,000	\$1,550,000	\$1,845,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	220,000	75,000	1,550,000	1,845,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$0	\$220,000	\$75,000	\$1,550,000	\$1,845,000



Johnston Ranch Loop Trail and Parking Area
Project #: 31907
Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

Partnership opportunity with City of Half Moon Bay in planning, design, environmental review and improvements to existing parking area and new trail loop at Johnston Ranch property.

FY22 SCOPE

N/A

FY23 SCOPE

In coordination with the City of Half Moon Bay and Peninsula Open Space Trust, 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.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	30,000	0	0	30,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$0	\$30,000	\$0	\$0	\$30,000
Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	30,000	0	0	30,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$0	\$30,000	\$0	\$0	\$30,000

PUBLIC ACCESS, EDUCATION AND OUTREACH

Kennedy Restroom Replacements

Project #: 35006

Fund: 40 – General Fund Capital

PROJECT DESCRIPTION

Replace existing degraded restrooms and install new restrooms at Kennedy parking area using design-build delivery method.

FY22 SCOPE

Complete design work and conduct CEQA. Conduct public outreach and engagement. Secure permits.

FY23 SCOPE

Develop bid package. Solicit bids and award contract. Complete restroom replacement.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	31,500	17,000	18,000	0	0	66,500
8202–Environmental/Planning Services	0	200	5,000	10,000	0	0	15,200
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	10,000	5,000	0	0	15,000
8205–Construction	0	0	121,500	125,500	0	0	247,000
Grand Total	\$0	\$31,700	\$153,500	\$158,500	\$0	\$0	\$343,700

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	31,700	153,500	158,500	0	0	343,700
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$31,700	\$153,500	\$158,500	\$0	\$0	\$343,700

Kennedy Trail Retaining Wall
Project #: 35008
Fund: 40 – General Fund Capital

PROJECT DESCRIPTION

Build a new supporting retaining wall on the Kennedy Trail in Sierra Azul Open Space Preserve.

FY22 SCOPE

Scope project, complete property survey work, complete road/retaining wall design, conduct CEQA review and initiate permits.

FY23 SCOPE

Secure permits. Develop bid package, solicit bids and award contract.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	76,500	27,500	0	0	104,000
8202–Environmental/Planning Services	0	0	115,500	27,000	0	0	142,500
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	25,000	0	0	0	25,000
8205–Construction	0	0	0	330,000	0	0	330,000
Grand Total	\$0	\$0	\$217,000	\$384,500	\$0	\$0	\$601,500

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	217,000	384,500	0	0	601,500
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$217,000	\$384,500	\$0	\$0	\$601,500

PUBLIC ACCESS, EDUCATION AND OUTREACH**FFO Trail Bridge Replacements****Project #: 61025****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Replace existing bridge on Bear Meadow Trail in Picchetti Ranch and on the Flume Trail in St. Joseph's Preserve.

FY22 SCOPE

Scope, plan, develop design documents and initiate local/regulatory permitting.

FY23 SCOPE

Secure permits and complete construction.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22* Budget	FY23* Projections	FY24* Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	30,000	7,500	0	0	37,500
8202–Environmental/Planning Services	0	0	5,000	0	0	0	5,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	10,000	10,000	0	0	20,000
8205–Construction	0	0	35,000	30,000	0	0	65,000
Grand Total	\$0	\$0	\$80,000	\$47,500	\$0	\$0	\$127,500

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	80,000	47,500	0	0	127,500
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$80,000	\$47,500	\$0	\$0	\$127,500

*FY22, FY23 and FY24 projections will be reassessed in FY22.

Rancho San Antonio ADA Path to Deer Hollow Farm
Project #: 61027
Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

Project would extend existing trail that separates pedestrians from vehicle use from the main parking area to Deer Hollow Farm to the extent feasible. Separate path may require one or more road crossings with vehicular stops and/or potential bridge as the area is confined in a valley bottom along a creek draining from Rogue Valley Pond.

FY22 SCOPE

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 and 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.

FY23 SCOPE

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.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	50,000	85,000	0	0	135,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$50,000	\$85,000	\$0	\$0	\$135,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$50,000	\$85,000	\$0	\$0	\$135,000
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$50,000	\$85,000	\$0	\$0	\$135,000

Cooley Landing Interpretative Facilities Design and Implementation
Project #: MAA02-001
Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Habitat restoration work at Cooley Landing and Ravenswood Open Space Preserve.

FY22 SCOPE

Complete habitat restoration work (final year of three-year contract).

FY23 SCOPE

Complete.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$374	\$0	\$0	\$0	\$374
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	236,086	0	0	0	0	0	236,086
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	990,267	30,000	25,000	0	0	0	1,045,267
Grand Total	\$1,226,353	\$30,000	\$25,374	\$0	\$0	\$0	\$1,281,727

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	1,226,353	30,000	25,374	0	0	0	1,281,727
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$1,226,353	\$30,000	\$25,374	\$0	\$0	\$0	\$1,281,727



Purisima-to-the-Sea Trail and Parking Area – Feasibility Study

Project #: MAA03-005

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Partner with Peninsula Open Space Trust to complete an important regional trail connection from Purisima Creek Open Space Preserve to the Coastal Trail.

FY22 SCOPE

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.

FY23 SCOPE

Finalize feasibility studies of trail extension, parking area, connector trails and roadway crossings and present results to board to confirm next steps.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$145,777	\$53,646	\$0	\$0	\$199,423
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	156,130	0	0	0	0	0	156,130
8201–Architect/Engineering Services	0	138,500	156,000	166,000	260,000	0	720,500
8202–Environmental/Planning Services	0	5,000	0	40,000	80,000	0	125,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$156,130	\$143,500	\$301,777	\$259,646	\$340,000	\$0	\$1,201,053
Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	156,130	83,500	60,777	259,646	0	0	560,053
40–General Fund Capital	0	0	0	0	340,000	0	340,000
Grants/Partnerships/Other	0	60,000	241,000	0	0	0	301,000
Grand Total	\$156,130	\$143,500	\$301,777	\$259,646	\$340,000	\$0	\$1,201,053

La Honda Creek Phase II Trail Connections
Project #: MAA05-007
Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Implement La Honda Creek Open Space Preserve Master Plan phase 2 trail improvements, including planning, technical (biological, cultural, geotechnical) studies, design, permitting and construction.

FY22 SCOPE

Initiate technical studies including biological assessments, wetland delineations, and cultural resource evaluations and develop permitting approach.

FY23 SCOPE

Develop design documents for trail improvements. Prepare and submit county and regulatory permit applications.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$5,573	\$51,049	\$0	\$0	\$56,622
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	45,000	110,000	30,000	0	185,000
8202–Environmental/Planning Services	0	0	45,000	0	0	0	45,000
8203–Inspection/Construction Monitoring	0	0	0	5,000	10,000	5,000	20,000
8204–Permitting Fees	0	0	0	10,000	10,000	0	20,000
8205–Construction	0	0	0	15,000	30,000	100,000	145,000
Grand Total	\$0	\$0	\$95,573	\$191,049	\$80,000	\$105,000	\$471,622

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	95,573	191,049	80,000	105,000	471,622
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$95,573	\$191,049	\$80,000	\$105,000	\$471,622



La Honda Creek White Barn Structural Rehabilitation
Project #: MAA05-008
Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Repair the La Honda Creek White Barn for external viewing and interpretation. Repair the exterior, stabilize the structure, and exclude wildlife.

FY22 SCOPE

Complete environmental review and permitting, and solicit design-build bids for the structural rehabilitation project.

FY23 SCOPE

Complete the repairs.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$17,719	\$21,386	\$41,137	\$24,297	\$0	\$0	\$104,540
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	57,522	15,400	94,000	0	0	0	166,922
8202–Environmental/Planning Services	6,677	33,000	60,000	0	0	0	99,677
8203–Inspection/Construction Monitoring	0	0	0	30,000	0	0	30,000
8204–Permitting Fees	0	0	15,000	0	0	0	15,000
8205–Construction	0	0	0	172,500	0	0	172,500
Grand Total	\$81,918	\$69,786	\$210,137	\$226,797	\$0	\$0	\$588,639

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	81,918	69,786	210,137	226,797	0	0	588,639
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$81,918	\$69,786	\$210,137	\$226,797	\$0	\$0	\$588,639

La Honda Creek Redwood Cabin Removal and Site Restoration
Project #: MAA05-009
Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Conduct environmental review of proposed demolition of redwood cabin and site restoration in La Honda Open Space Creek Preserve. Consult with San Mateo County Planning and County Historic Resources Advisory Board. Demolish redwood cabin.

FY22 SCOPE

Complete environmental review, permitting and solicit bids for the demolition work.

FY23 SCOPE

Complete the demolition and site restoration work.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23* Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$3,139	\$21,386	\$8,931	\$37,322	\$0	\$0	\$70,778
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	83,685	7,100	0	0	0	0	90,785
8202–Environmental/Planning Services	1,662	39,500	73,939	56,970	0	0	172,071
8203–Inspection/Construction Monitoring	0	3,000	0	20,000	0	0	23,000
8204–Permitting Fees	0	0	10,000	10,000	0	0	20,000
8205–Construction	0	0	0	287,500	0	0	287,500
Grand Total	\$88,486	\$70,986	\$92,870	\$411,792	\$0	\$0	\$664,134

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	88,486	70,986	92,870	411,792	0	0	664,134
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$88,486	\$70,986	\$92,870	\$411,792	\$0	\$0	\$664,134

*FY23 projection will be reassessed and reduced in FY22.



PUBLIC ACCESS, EDUCATION AND OUTREACH

Phase 2 – Paulin Bridge Replacements (2)
Project #: MAA05-012
Fund: 30 – Measure AA Capital

PROJECT DESCRIPTION

Replace existing pedestrian bridge LHBR2. Assess existing light vehicle bridge LHBR1 to determine whether the bridge should be replaced or repaired.

FY22 SCOPE

Begin assessment work and conceptual design.

FY23 SCOPE

Complete design plans, environmental review and initiate permitting.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$26,497	\$0	\$0	\$26,497
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	106,700	0	0	106,700
8202–Environmental/Planning Services	0	0	0	82,500	0	0	82,500
8203–Inspection/Construction Monitoring	0	0	0	16,500	37,400	0	53,900
8204–Permitting Fees	0	0	0	25,000	0	0	25,000
8205–Construction	0	0	0	0	330,000	0	330,000
Grand Total	\$0	\$0	\$0	\$257,197	\$367,400	\$0	\$624,597

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	257,197	367,400	0	624,597
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$0	\$257,197	\$367,400	\$0	\$624,597

Hawthorns Area Plan
Project #: MAA06-002
Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

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

FY22 SCOPE

Continue visioning and goal setting process with board; implement the public engagement process; hold public workshop; continue permitting discussions with the Town of Portola Valley; conduct biological surveys and wetland delineation.

FY23 SCOPE

With public and committee 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.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$1,325	\$796	\$0	\$0	\$2,121
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	5,000	5,000	5,000	0	15,000
8201–Architect/Engineering Services	0	0	35,000	20,000	10,000	0	65,000
8202–Environmental/Planning Services	22,760	10,000	70,000	32,000	0	0	134,760
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	23,000	0	23,000
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$22,760	\$10,000	\$111,325	\$57,796	\$38,000	\$0	\$239,881

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	22,760	10,000	111,325	57,796	38,000	0	239,881
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$22,760	\$10,000	\$111,325	\$57,796	\$38,000	\$0	\$239,881



Phase II Loop Trails, Lower La Honda Creek OSP
Project #: MAA07-011
Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Implement La Honda Creek Open Space Preserve Master Plan phase 2 trail improvements, including planning, technical (biological, cultural, geotechnical) studies, design, permitting and construction.

FY22 SCOPE

Complete construction and close out building and grading permits. Evaluate suitability for on-leash dog access.

FY23 SCOPE

If appropriate, seek board approval for on-leash dog access and coordinate signage and map updates.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$18,670	\$104,292	\$50,180	\$698	\$0	\$0	\$173,839
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	114,606	15,000	5,000	0	0	0	134,606
8202–Environmental/Planning Services	30,595	15,000	52,500	45,000	0	0	143,095
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	7,637	5,000	5,000	5,000	0	0	22,637
8205–Construction	0	70,000	15,000	0	0	0	85,000
Grand Total	\$171,508	\$209,292	\$127,680	\$50,698	\$0	\$0	\$559,178

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	171,508	209,292	127,680	50,698	0	0	559,178
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$171,508	\$209,292	\$127,680	\$50,698	\$0	\$0	\$559,178

PUBLIC ACCESS, EDUCATION AND OUTREACH

Alpine Road Regional Trail, Coal Creek
Project #: MAA10-001
Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

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

FY22 SCOPE

Finalize the construction documents and local/regulatory permitting. Complete the bid phase. Enter into funding agreement with Santa Clara County for Stanford Recreation Mitigation Funds.

FY23 SCOPE

Complete contractor construction (phase 1). Finalize permitting and design for the bypass trail reroute (phase 2).

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$30,797	\$24,818	\$42,825	\$120,840	\$0	\$0	\$219,280
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	4,286	0	0	0	0	0	4,286
8201–Architect/Engineering Services	204,998	95,000	62,500	60,000	0	0	422,498
8202–Environmental/Planning Services	100,259	70,000	10,000	0	0	0	180,259
8203–Inspection/Construction Monitoring	0	0	45,000	30,000	0	0	75,000
8204–Permitting Fees	0	23,750	15,000	5,000	0	0	43,750
8205–Construction	5,000	0	0	2,765,000	0	0	2,770,000
Grand Total	\$345,340	\$213,568	\$175,325	\$2,980,840	\$0	\$0	\$3,715,074

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	345,340	213,568	(96,886)	2,980,840	0	0	3,442,863
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	272,211	0	0	0	272,211
Grand Total	\$345,340	\$213,568	\$175,325	\$2,980,840	\$0	\$0	\$3,715,074



Long Ridge Trail Connection to Eagle Rock and Devils Canyon
Project #: MAA16-001
Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Develop new trail connections to Eagle Rock and Devils Canyon.

FY22 SCOPE

Scope and conduct field investigations for conceptual trail connection to Eagle Rock and Devil’s Canyon waterfall. Evaluate opportunities and constraints at site and document findings.

FY23 SCOPE

Confirm project goals. Conduct site assessment and evaluate potential for improved parking.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$1,788	\$2,024	\$0	\$0	\$3,812
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	110,000	80,000	0	190,000
8202–Environmental/Planning Services	0	0	0	30,000	105,000	0	135,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$1,788	\$142,024	\$185,000	\$0	\$328,812

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	1,788	142,024	185,000	0	328,812
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$1,788	\$142,024	\$185,000	\$0	\$328,812

Bay Area Ridge Trail: Highway 17 Crossing
Project #: MAA20-002
Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Evaluate Highway 17 crossing alternatives. Work closely with Caltrans to develop their draft project report in conjunction with the environmental analysis, where Caltrans is the lead NEPA agency within their right of way (crossings and connections to trails) and Midpen is the lead CEQA agency for the entire project (crossings, connections and trails). All work is in close alignment with Highway 17 Wildlife Crossing #MAA20-001.

FY22 SCOPE

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. Joseph’s Hill and Sierra Azul Preserves; obtain committee concurrence and board approval for the CEQA project description for the UMP 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.

FY23 SCOPE

Issue RFQP for consultant permitting assistance, develop preliminary design and resource agency permits in coordination with Caltrans, resource agencies and partners.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$20,988	\$61,387	\$38,054	\$139,115	\$0	\$0	\$259,544
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	20,000	0	0	0	20,000
8201–Architect/Engineering Services	136,082	0	25,000	1,010,000	2,000,000	1,000,000	4,171,082
8202–Environmental/Planning Services	2,637	477,000	600,000	260,000	0	0	1,339,637
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	18,100,000	18,100,000
Grand Total	\$159,707	\$538,387	\$683,054	\$1,409,115	\$2,000,000	\$19,100,000	\$23,890,263

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	159,707	538,387	683,054	1,409,115	2,000,000	1,000,000	5,790,263
40–General Fund Capital	0	0	0	0	0	18,100,000	18,100,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$159,707	\$538,387	\$683,054	\$1,409,115	\$2,000,000	\$19,100,000	\$23,890,263



Bear Creek Stables Repairs
Project #: MAA21-004
Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Implement maintenance and repairs plan to maintain equestrian use. Evaluate long-term water needs and implement water infrastructure improvements for Bear Creek Stables operation.

FY22 SCOPE

Complete Use Permit and Construction Documents.

FY23 SCOPE

Complete Building Permits, Bidding and Initiate Construction.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22* Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$45,799	\$33,913	\$22,847	\$49,116	\$0	\$0	\$151,674
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	629,116	66,000	330,000	0	0	0	1,025,116
8202–Environmental/Planning Services	0	5,000	15,000	0	0	0	20,000
8203–Inspection/Construction Monitoring	0	11,800	43,000	24,000	0	0	78,800
8204–Permitting Fees	1,275	0	34,000	3,000	0	0	38,275
8205–Construction	40,999	0	250,000	4,150,000	0	0	4,440,999
Grand Total	\$717,189	\$116,713	\$694,847	\$4,226,116	\$0	\$0	\$5,754,864

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	717,189	116,713	694,847	2,502,586	0	0	4,031,334
40–General Fund Capital	0	0	0	500,000	0	0	500,000
Grants/Partnerships/Other	0	0	0	1,223,530	0	0	1,223,530
Grand Total	\$717,189	\$116,713	\$694,847	\$4,226,116	\$0	\$0	\$5,754,864

*FY22 construction budget will be reduced in FY22 and moved to FY23.

Bear Creek Redwoods – Alma College Cultural Landscape and Rehabilitation
Project #: MAA21-006
Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Implement the Alma Cultural Landscape Rehabilitation Plan. Complete hazardous materials remediation and site cleanup, demolish several buildings, salvage and reuse material when possible, stabilize the chapel and 1934 library and install visitor amenities and interpretation.

FY22 SCOPE

Complete the architectural rehabilitation and demolition work, begin the site construction work.

FY23 SCOPE

Complete the site construction work.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$158,745	\$71,270	\$63,066	\$0	\$0	\$0	\$293,081
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	670,193	129,000	75,000	0	0	0	874,193
8202–Environmental/Planning Services	203,544	60,000	10,000	0	0	0	273,544
8203–Inspection/Construction Monitoring	27,490	90,000	77,500	0	0	0	194,990
8204–Permitting Fees	41,616	0	0	0	0	0	41,616
8205–Construction	86,464	298,000	3,643,200	910,800	0	0	4,938,464
Grand Total	\$1,188,052	\$648,270	\$3,868,766	\$910,800	\$0	\$0	\$6,615,888

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	1,188,052	196,016	2,733,486	910,800	0	0	5,028,354
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	452,254	1,135,280	0	0	0	1,587,534
Grand Total	\$1,188,052	\$648,270	\$3,868,766	\$910,800	\$0	\$0	\$6,615,888



Phase II Trail Improvements, Bear Creek Redwoods OSP

Project #: MAA21-011

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Implement phase 2 trail improvements, including multiuse through-trail connection, to open eastern part of Bear Creek Redwoods Open Space Preserve to public access.

FY22 SCOPE

Finalize design work. Secure regulatory permits, including Caltrans/County right-of-way permit.

FY23 SCOPE

Solicit bids for construction work. Initiate bridge and culvert construction. Conduct biomonitoring and revegetation/ reseeded as needed. Construction of trail, including new connecting trail and trailhead to the BCR/Hwy 17 junction.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22* Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$7,980	\$105,391	\$0	\$0	\$0	\$0	\$113,371
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	231,129	260,000	182,000	157,710	0	0	830,839
8202–Environmental/Planning Services	0	40,500	0	0	0	0	40,500
8203–Inspection/Construction Monitoring	0	0	10,000	15,000	0	0	25,000
8204–Permitting Fees	0	20,000	22,250	0	0	0	42,250
8205–Construction	0	35,000	125,000	1,739,000	10,000	0	1,909,000
Grand Total	\$239,109	\$460,891	\$339,250	\$1,911,710	\$10,000	\$0	\$2,960,960

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	296,839	0	0	296,839
40–General Fund Capital	0	0	0	190,000	10,000	0	200,000
Grants/Partnerships/Other	239,109	460,891	339,250	1,424,871	0	0	2,464,121
Grand Total	\$239,109	\$460,891	\$339,250	\$1,911,710	\$10,000	\$0	\$2,960,960

*FY22 construction budget will be reduced in FY22 and moved to FY23.

PUBLIC ACCESS, EDUCATION AND OUTREACH**Beatty House Site Security Improvements****Project #: MAA22-005****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

To improve public safety, install site security improvements around structure.

FY22 SCOPE

Install site fencing, tree trimming and site cleanup.

FY23 SCOPE

Complete.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$13,944	\$0	\$0	\$0	\$13,944
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	15,000	0	0	0	0	15,000
8202–Environmental/Planning Services	0	35,000	5,000	0	0	0	40,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	65,000	0	0	0	65,000
Grand Total	\$0	\$50,000	\$83,944	\$0	\$0	\$0	\$133,944

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	50,000	83,944	0	0	0	133,944
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$50,000	\$83,944	\$0	\$0	\$0	\$133,944

Billingsley Property Site Cleanup
Project #: MAA25-002
Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Purchase 130-acre property as an addition to Sierra Azul Open Space Preserve. Project includes remediation, demolition and removal of an uninhabitable structure, site grading and site restoration.

FY22 SCOPE

Secure permits. Develop the demolition bid package, solicit bids and award the contract. Complete the demolition and site restoration work and closeout project.

FY23 SCOPE

Complete.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$19,065	\$0	\$0	\$0	\$19,065
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	1,690,000	0	0	0	0	1,690,000
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	25,500	0	0	0	25,500
8203–Inspection/Construction Monitoring	0	0	11,000	0	0	0	11,000
8204–Permitting Fees	0	0	10,000	0	0	0	10,000
8205–Construction	0	0	220,000	0	0	0	220,000
Grand Total	\$0	\$1,690,000	\$285,565	\$0	\$0	\$0	\$1,975,565

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	1,690,000	285,565	0	0	0	1,975,565
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$1,690,000	\$285,565	\$0	\$0	\$0	\$1,975,565

La Honda Creek Parking and Trailhead Access – Feasibility Study

Project #: VP05-002

Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

Implement board direction to proceed with Public Access Working Group input and Planning and Natural Resources Committee recommendations to conduct a feasibility study for public access to the central area of the preserve.

FY22 SCOPE

Work with selected consultant to conduct feasibility studies of board-directed suite of options. Conduct public and stakeholder outreach.

FY23 SCOPE

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.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	42,102	18,500	274,750	142,750	0	0	478,102
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$42,102	\$18,500	\$274,750	\$142,750	\$0	\$0	\$478,102

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$42,102	\$18,500	\$274,750	\$142,750	\$0	\$0	\$478,102
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$42,102	\$18,500	\$274,750	\$142,750	\$0	\$0	\$478,102



Rancho San Antonio (RSA) Multimodal Access – Priority 1 Implementation
Project #: VP11-001
Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

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

FY22 SCOPE

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.

FY23 SCOPE

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.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	50,419	50,000	25,000	25,000	0	0	150,419
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$50,419	\$50,000	\$25,000	\$25,000	\$0	\$0	\$150,419

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$50,419	\$50,000	\$25,000	\$25,000	\$0	\$0	\$150,419
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$50,419	\$50,000	\$25,000	\$25,000	\$0	\$0	\$150,419

California Riding & Hiking Trails
Project #: VP14-001
Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

Work with State Parks to receive quitclaim deed for existing California Riding and Hiking Trail easement along Woodruff Creek as connection between Russian Ridge and the Woodruff Redwoods addition to La Honda Creek, and work with San Mateo County Parks on connections between Teague Hill and Huddart Park, and La Honda Creek and Sam McDonald Park.

FY22 SCOPE

Evaluate alignment and viability of existing California Riding and Hiking Trail easements held by the State of California. Work with State Parks on obtaining quitclaim deeds for easements to be transferred to Midpen and potentially San Mateo County Parks.

FY23 SCOPE

Complete transfer of California Riding and Hiking Trail.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	15,000	2,500	0	0	17,500
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$15,000	\$2,500	\$0	\$0	\$17,500

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	15,000	2,500	0	0	17,500
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$15,000	\$2,500	\$0	\$0	\$17,500



PUBLIC ACCESS, EDUCATION AND OUTREACH

Mt. Umunhum – Radar Tower Repair
Project #: VP23-003
Fund: 40 – General Fund Capital

PROJECT DESCRIPTION

Implement board-approved radar tower long-term repair scope of work.

FY22 SCOPE

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.

FY23 SCOPE

Complete.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	60,000	50,000	0	0	0	110,000
8202–Environmental/Planning Services	0	0	30,000	0	0	0	30,000
8203–Inspection/Construction Monitoring	0	75,000	75,000	0	0	0	150,000
8204–Permitting Fees	0	5,000	1,000	0	0	0	6,000
8205–Construction	0	753,000	1,462,000	0	0	0	2,215,000
Grand Total	\$0	\$893,000	\$1,618,000	\$0	\$0	\$0	\$2,511,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	893,000	1,618,000	0	0	0	2,511,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$893,000	\$1,618,000	\$0	\$0	\$0	\$2,511,000

Assets and Organizational Support



Project #	Project Name	Fiscal Year	FY22	FY23	FY24	3-Year Total
10001	Records Management	FY22/FY23	\$131,000	\$12,000	\$0	\$143,000
10002	San Mateo County Master Permit	FY22/FY23	50,000	0	0	50,000
31202-11-100000	New Administrative Office (AO) Facility	FY22/FY23	16,168,483	20,000	0	16,188,483
31902	Historic Resources Procedural Guide/Library	FY22/FY23	15,000	10,000	0	25,000
31905	Basic Policy Update	FY22/FY23	50,000	0	0	50,000
35004	Sierra Azul Ranger Residence	FY22/FY23	410,000	55,000	0	465,000
35007	Hawthorn Roof Replacement	FY22/FY23	47,300	285,000	0	332,300
35009	Red Barn Roof Repair	FY22/FY23	141,500	220,000	0	361,500
35010	Structure Disposition	FY22/FY23	266,500	524,500	524,500	1,315,500
40013	50th Anniversary Public Events and Activities	FY22/FY23	402,000	83,000	0	485,000
50005	Tyler Munis Enterprise Resource Planning (ERP) Migration	FY22/FY23	152,924	37,158	0	190,082
51704	Ward Boundary Redistricting	FY22	31,500	0	0	31,500
61009	Russian Ridge–Bergman Residences Reconstruction	FY22	173,500	0	0	173,500
61010	Toto Ranch Well Drilling and Construction, Tunitas Creek	FY22	227,425	0	0	227,425
61016	Burkhart Spring Construction	FY22	21,250	0	0	21,250
61020	Thornewood Residence Evaluation	FY22/FY23	46,000	230,000	0	276,000
61026	Quam Residence Road Repair	FY22/FY23	207,000	0	0	207,000
65407	Radio System Assessment and Upgrade	FY22/FY23	1,178,212	1,445,000	0	2,623,212
VP07-002	Agricultural Workforce Housing–La Honda Creek	FY22	178,000	0	0	178,000
None	New Servers for Administrative Office	FY22	62,000	0	0	62,000
None	Vehicle and Machinery/Equipment Purchases	Reoccurring	923,000	465,000	0	1,388,000
Total			\$20,882,594	\$3,386,658	\$524,500	\$24,793,752



SUPPORTING PROJECTS

Project Name	Project Purpose	Lead Department	Fiscal Year
Bear Creek Stables Operator RFP/Lease	Enter into agreement with long term tenant to manage Bear Creek Stables operation.	Land and Facilities	FY22/ FY23
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.	Real Property	FY22/ FY23
Customer Relationship Management*	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.	Public Affairs	FY22/ FY23
Design-Build Legislation	Provide District with permanent ability to utilize design-build contracting for capital projects as a useful contracting tool.	Public Affairs	FY22/ FY23
Emergency/Disaster Preparedness Response and Recovery Plan	Conduct a review of agency policies, practices and industry best practices to develop a comprehensive District-wide Emergency/Disaster Preparedness, Response and Recovery Plan.	General Manager's Office	FY22
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.	Administrative Services	FY22
Fire Suppression Program: Review Staffing, Equipment and Training*	Review and update the Fire Suppression Program to remain well prepared for future fire suppression events.	General Manager's Office	FY22/ FY23
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.	Administrative Services	FY23
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.	Land and Facilities	FY22
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.	Administrative Services	FY23
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.	Public Affairs	FY22
Nuisance Abatement Legislation	Pursue legislation to streamline response and reduce costs associated with the abatement of encroachments and other nuisances on District lands.	Public Affairs	FY22/ FY23
Phone System*	Migrate legacy phone system to a modern system for increased reliability, functionality, and to ensure ongoing support and scalability.	Administrative Services	FY22
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.	Administrative Services	FY23
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.	Administrative Services	FY22/ FY23
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.	Administrative Services	FY22
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.	Administrative Services	FY22/ FY23
Trail Information System	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.	Planning	FY22/ FY23
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.	Administrative Services	FY22

*These projects are in the early stages of the process or there is not enough information to determine the total cost at this time and may become key projects in the future.

ASSETS AND ORGANIZATIONAL SUPPORT

Records Management
Project #: 10001
Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

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.

FY22 SCOPE

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.

FY23 SCOPE

Continue document digitization. Continue input of digitized documents into the Electronic Document Management System and proper disposition of paper documents.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	71,000	131,000	12,000	0	0	214,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$71,000	\$131,000	\$12,000	\$0	\$0	\$214,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$71,000	\$131,000	\$12,000	\$0	\$0	\$214,000
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$71,000	\$131,000	\$12,000	\$0	\$0	\$214,000



ASSETS AND ORGANIZATIONAL SUPPORT

**San Mateo County Master Permit
Project #: 10002
Fund: 10 – General Fund Operating**

PROJECT DESCRIPTION

Develop a master permit with San Mateo County to streamline project implementation.

FY22 SCOPE

Prepare master permit application and initiate stakeholder engagement.

FY23 SCOPE

Submit master permit application for county review. Conduct CEQA Review for covered activities. Continue stakeholder engagement. Work with county to advance master permit approval.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	50,000	0	0	0	50,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000

ASSETS AND ORGANIZATIONAL SUPPORT

New Administrative Office (AO) Facility
Project #: 31202-11-100000
Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

Prepare 5050 El Camino Real as new administrative office.

FY22 SCOPE

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.

FY23 SCOPE

Project closeout and address post-construction matters.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	31,742,406	0	0	0	0	0	31,742,406
8201–Architect/Engineering Services	1,537,776	510,170	368,000	20,000	0	0	2,435,946
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	7,260	105,000	528,500	0	0	0	640,760
8204–Permitting Fees	199,832	3,570	0	0	0	0	203,402
8205–Construction	0	7,876,660	14,271,983	0	0	0	22,148,643
8301–Furniture	0	86,000	1,000,000	0	0	0	1,086,000
Grand Total	\$33,487,274	\$8,581,400	\$16,168,483	\$20,000	\$0	\$0	\$58,257,157

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	33,487,274	8,581,400	16,168,483	20,000	0	0	58,257,157
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$33,487,274	\$8,581,400	\$16,168,483	\$20,000	\$0	\$0	\$58,257,157



Historic Resources Procedural Guide/Inventory
Project #: 31902
Fund: 10 – General Fund Operating

PROJECT DESCRIPTION

Develop an administrative historic resources procedural guide and documentation process that will centralize all relevant District policies, processes and other key information related to historic resources as a guiding document for consistent historic resource management. Design information systems to better capture the District’s historic resources data, and update existing database to a comprehensive historic resources inventory. Work done in FY20 for the Historic Resources Policy Development is captured in this project description.

FY22 SCOPE

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.

FY23 SCOPE

Locate and centralize historic evaluation and assessment documentation in Midpen files. Finalize systems and applications and begin populating dataset with historic resources assessment data consistent with new framework. Finalize historic resources procedural guide.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	22,550	0	15,000	10,000	0	0	47,550
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$22,550	\$0	\$15,000	\$10,000	\$0	\$0	\$47,550

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$22,550	\$0	\$15,000	\$10,000	\$0	\$0	\$47,550
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$22,550	\$0	\$15,000	\$10,000	\$0	\$0	\$47,550

ASSETS AND ORGANIZATIONAL SUPPORT**Basic Policy Update****Project #: 31905****Fund: 10 – General Fund Operating****PROJECT DESCRIPTION**

Update the Basic Policy to incorporate the Coastside Protection Area and conduct public and stakeholder engagement and study sessions as appropriate.

FY22 SCOPE

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.

FY23 SCOPE

Obtain committee and board approval of public and stakeholder engagement strategy. Conduct outreach and engagement throughout District jurisdiction, including Coastside. Draft basic policy update based on board, public and stakeholder input.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	50,000	0	0	0	50,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000

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



PROJECT DESCRIPTION

Rehabilitate existing residence for use as permanent residence in or adjacent to Sierra Azul Open Space Preserve for improved site presence and monitoring. Structural assessment and implementation of recommended improvements to align with future site uses. Repave driveway from Pheasant Road to South Area Outpost.

FY22 SCOPE

Complete structural assessment and complete repair plans. Secure/resolve permits. Develop bid package, solicit bids and award contract. Begin construction.

FY23 SCOPE

Complete construction and receive building occupancy. Begin oversight of plant installation/maintenance.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	41,393	100,000	0	0	0	0	141,393
8202–Environmental/Planning Services	0	0	20,000	0	0	0	20,000
8203–Inspection/Construction Monitoring	6,579	0	40,000	0	0	0	46,579
8204–Permitting Fees	1,126	0	60,000	0	0	0	61,126
8205–Construction	820	0	290,000	55,000	0	0	345,820
Grand Total	\$49,918	\$100,000	\$410,000	\$55,000	\$0	\$0	\$614,918
Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	49,918	100,000	410,000	55,000	0	0	614,918
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$49,918	\$100,000	\$410,000	\$55,000	\$0	\$0	\$614,918

ASSETS AND ORGANIZATIONAL SUPPORT

Hawthorn Roof Replacement

Project #: 35007

Fund: 20 – Hawthorns

PROJECT DESCRIPTION

Assess and replace historical building roof system on structures.

FY22 SCOPE

Work with historic architect on reroof alternatives and design. Coordinate with Town of Portola Valley on permits. Begin environmental review.

FY23 SCOPE

Complete design, complete CEQA review and secure permits. Prepare bid package, solicit bids and award contract.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	11,000	0	0	0	11,000
8202–Environmental/Planning Services	0	0	36,300	0	0	0	36,300
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	10,000	0	0	10,000
8205–Construction	0	0	0	275,000	0	0	275,000
Grand Total	\$0	\$0	\$47,300	\$285,000	\$0	\$0	\$332,300

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	47,300	285,000	0	0	332,300
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$47,300	\$285,000	\$0	\$0	\$332,300

ASSETS AND ORGANIZATIONAL SUPPORT

Red Barn Roof Repair
Project #: 35009
Fund: 40 – General Fund Capital

PROJECT DESCRIPTION

Replace historical building roof system.

FY22 SCOPE

Scope roof repair and biological, historical and materials requirements. Contract with historic architect.

FY23 SCOPE

Begin implementation of recommendations.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	11,000	0	0	0	11,000
8202–Environmental/Planning Services	0	0	115,500	0	0	0	115,500
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	15,000	0	0	0	15,000
8205–Construction	0	0	0	220,000	0	0	220,000
Grand Total	\$0	\$0	\$141,500	\$220,000	\$0	\$0	\$361,500

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	141,500	220,000	0	0	361,500
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$141,500	\$220,000	\$0	\$0	\$361,500

ASSETS AND ORGANIZATIONAL SUPPORT**Structure Disposition****Project #: 35010****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Gather information for costs to maintain access and structures, versus cost for demolition etc. to review with the board and implement board direction.

FY22 SCOPE

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.

FY23 SCOPE

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.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	11,000	11,000	11,000	0	33,000
8202–Environmental/Planning Services	0	0	214,500	181,500	181,500	0	577,500
8203–Inspection/Construction Monitoring	0	0	11,000	22,000	22,000	0	55,000
8204–Permitting Fees	0	0	30,000	30,000	30,000	0	90,000
8205–Construction	0	0	0	280,000	280,000	0	560,000
Grand Total	\$0	\$0	\$266,500	\$524,500	\$524,500	\$0	\$1,315,500
Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	266,500	524,500	524,500	0	1,315,500
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$266,500	\$524,500	\$524,500	\$0	\$1,315,500

ASSETS AND ORGANIZATIONAL SUPPORT

50th Anniversary Public Events and Activities
Project #: 40013
Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

Year-long series of events and activities commemorating 50 years of public open space protection, restoration and connection.

FY22 SCOPE

Finalize plans for series of events and activities that kick off in January 2022.

FY23 SCOPE

Continue series of anniversary events, activities and anniversary gatherings.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	15,000	402,000	83,000	0	0	500,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$15,000	\$402,000	\$83,000	\$0	\$0	\$500,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$15,000	\$402,000	\$83,000	\$0	\$0	\$500,000
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$15,000	\$402,000	\$83,000	\$0	\$0	\$500,000

ASSETS AND ORGANIZATIONAL SUPPORT

**Tyler Munis Enterprise Resource Planning (ERP) Migration
Project #: 50005
Fund: 10 – General Fund Operating**



PROJECT DESCRIPTION

Migrate Tyler New World ERP System to Tyler Munis.

FY22 SCOPE

Migrate data from New World System to Munis. Go live in Q3.

FY23 SCOPE

Investigate additional workflow automations and new Human Resources Information System (HRIS) and FM Modules.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	86,500	152,924	37,158	0	0	276,582
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$86,500	\$152,924	\$37,158	\$0	\$0	\$276,582

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$86,500	\$152,924	\$37,158	\$0	\$0	\$276,582
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$86,500	\$152,924	\$37,158	\$0	\$0	\$276,582



Ward Boundary Redistricting
Project #: 51704
Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

Work with the board on redistricting Midpen’s seven ward boundaries following the release of the 2020 census data. Midpen is required by California Elections Code Section 22000 and the federal Voting Rights Act to adjust its ward boundaries prior to the next biennial general election following each federal decennial census.

FY22 SCOPE

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.

FY23 SCOPE

Complete.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	12,000	31,500	0	0	0	43,500
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$12,000	\$31,500	\$0	\$0	\$0	\$43,500
Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$12,000	\$31,500	\$0	\$0	\$0	\$43,500
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$12,000	\$31,500	\$0	\$0	\$0	\$43,500

ASSETS AND ORGANIZATIONAL SUPPORT**Russian Ridge – Bergman Residences Reconstruction****Project #: 61009****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Perform cleanup of the Bergman housing complex, prepare drawings and warrant the main, old, guest and carriage houses with the County of San Mateo. These residences will be improved to provide three rental residences. The stables structure and grandma house will be demolished.

FY22 SCOPE

Complete board-approved demolition of the grandma house, original horse stable building and outbuilding.

FY23 SCOPE

Complete.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	62,655	3,500	0	0	0	0	66,155
8202–Environmental/Planning Services	9,829	0	10,000	0	0	0	19,829
8203–Inspection/Construction Monitoring	16,785	10,000	27,500	0	0	0	54,285
8204–Permitting Fees	7,897	0	1,000	0	0	0	8,897
8205–Construction	571,454	15,000	135,000	0	0	0	721,454
Grand Total	\$668,620	\$28,500	\$173,500	\$0	\$0	\$0	\$870,620

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	668,620	28,500	173,500	0	0	0	870,620
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$668,620	\$28,500	\$173,500	\$0	\$0	\$0	\$870,620

ASSETS AND ORGANIZATIONAL SUPPORT

**Toto Ranch Well Drilling and Construction, Tunitas Creek
Project #: 61010
Fund: 40 – General Fund Capital**



PROJECT DESCRIPTION

Locate, drill and plumb a well to provide a consistent water source for the Toto residence. The current water source for the house is a seasonal spring that has been unreliable.

FY22 SCOPE

Pending receipt of permits, drill well and connect to residential water system.

FY23 SCOPE

Complete.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	3,000	0	0	0	3,000
8203–Inspection/Construction Monitoring	0	10,000	45,000	0	0	0	55,000
8204–Permitting Fees	9,206	0	0	0	0	0	9,206
8205–Construction	159	45,000	179,425	0	0	0	224,584
Grand Total	\$9,365	\$55,000	\$227,425	\$0	\$0	\$0	\$291,790

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	9,365	55,000	227,425	0	0	0	291,790
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$9,365	\$55,000	\$227,425	\$0	\$0	\$0	\$291,790

ASSETS AND ORGANIZATIONAL SUPPORT

Burkhart Spring Construction
Project #: 61016
Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

Rebuild damaged spring box. Repair lines, add water lines, storage and connection for the neighbor.

FY22 SCOPE

Complete waterline construction.

FY23 SCOPE

Complete.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	38,750	21,250	0	0	0	60,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	0	\$38,750	\$21,250	\$0	\$0	\$0	\$60,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$38,750	\$21,250	\$0	\$0	\$0	\$60,000
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	0	\$38,750	\$21,250	\$0	\$0	\$0	\$60,000



Thornewood Residence Evaluation
Project #: 61020
Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

Complete historic evaluation and structural evaluation of the Thornewood residence.

FY22 SCOPE

Complete structure evaluation and implement board direction for structure disposition.

FY23 SCOPE

TBD, based on board-approved direction.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	23,000	15,000	0	0	38,000
8202–Environmental/Planning Services	0	0	23,000	0	0	0	23,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	15,000	0	0	15,000
8205–Construction	0	0	0	200,000	0	0	200,000
Grand Total	\$0	\$0	\$46,000	\$230,000	\$0	\$0	\$276,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	46,000	230,000	0	0	276,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	0	\$0	\$46,000	\$230,000	\$0	\$0	\$276,000

ASSETS AND ORGANIZATIONAL SUPPORT**Quam Residence Road Repair****Project #: 61026****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Repair existing washouts along the road surface and replace/repair culverts.

FY22 SCOPE

If driveway repair approved, install road base along 4,300 feet of road. Replace five culverts and repair/clean two 16" culverts. Alternately limit driveway repair extent to former Bergman residences.

FY23 SCOPE

If demolition approved, demolish primary residential structure and five ancillary structures.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	27,000	0	0	0	27,000
8204–Permitting Fees	0	0	12,500	0	0	0	12,500
8205–Construction	0	0	167,500	0	0	0	167,500
Grand Total	\$0	\$0	\$207,000	\$0	\$0	\$0	\$207,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	207,000	0	0	0	207,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$207,000	\$0	\$0	\$0	\$207,000

ASSETS AND ORGANIZATIONAL SUPPORT

Radio System Assessment and Upgrade

Project #: 65407

Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

Research options to expand Midpen radio coverage to Coastal areas, improve radio coverage in selected high-use areas, upgrade quality of system and replace equipment reaching end of life.

FY22 SCOPE

Develop request for bid 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.

FY23 SCOPE

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.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	54,788	0	356,212	487,000	0	0	898,000
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
8304–Communications/Network Infrastructure & Equipment	0	0	822,000	958,000	0	0	1,780,000
Grand Total	\$54,788	\$0	\$1,178,212	\$1,445,000	\$0	\$0	\$2,678,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	54,788	0	1,178,212	1,445,000	0	0	2,678,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$54,788	\$0	\$1,178,212	\$1,445,000	\$0	\$0	\$2,678,000

ASSETS AND ORGANIZATIONAL SUPPORT

Agricultural Workforce Housing – La Honda Creek
Project #: VP07-002
Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

Establish designated agricultural workforce housing to support conservation grazing program.

FY22 SCOPE

Finish construction. Conduct biomonitoring and begin revegetation/reseeding.

FY23 SCOPE

Complete.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	35,639	15,000	5,000	0	0	0	55,639
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	1,634	8,000	8,000	0	0	0	17,634
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	144,000	165,000	0	0	0	309,000
Grand Total	\$37,273	\$167,000	\$178,000	\$0	\$0	\$0	\$382,273

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	37,273	167,000	178,000	0	0	0	382,273
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$37,273	\$167,000	\$178,000	\$0	\$0	\$0	\$382,273



ASSETS AND ORGANIZATIONAL SUPPORT

New Servers for Administrative Office

Project #: None

Fund: 40 – General Fund Capital

PROJECT DESCRIPTION

Midpen’s current server infrastructure (Nutanix) is currently around five years old. Modern server hardware will allow expanded remote work options and improved performance on enterprise applications, such as GIS and Cityworks.

FY22 SCOPE

Purchase and set up new server infrastructure including new hardware and software. Migrate current virtual server infrastructure to new system.

FY23 SCOPE

Complete.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
8303–Computer Equipment	0	0	62,000	0	0	0	62,000
Grand Total	\$0	\$0	\$62,000	\$0	\$0	\$0	\$62,000

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	62,000	0	0	0	62,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$62,000	\$0	\$0	\$0	\$62,000

ASSETS AND ORGANIZATIONAL SUPPORT

Vehicle and Machinery/Equipment Purchases

Project #: None

Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

Purchase necessary vehicles and equipment for administrative and field office staff.

FY22 SCOPE

Replace three patrol vehicles that have reached their life expectancy. Purchase an additional vehicle for the field resource specialist position. Replace a 10-wheel dump truck which does not currently meet California emission regulations. Replace a water tender that does not currently meet California emission regulations with a fire-certified tender. Replace a mini excavator and purchase an additional tractor.

FY23 SCOPE

Possibly replacing two vehicles and purchasing two additional maintenance trucks. Will assess the need for two additional pieces of equipment, possibly mid-size excavator and a transport trailer.

Summary of Estimated Costs	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
8410–Machinery	864,938	40,000	435,000	165,000	0	0	1,504,938
8501–Vehicles	1,533,674	346,200	488,000	300,000	0	0	2,667,874
Grand Total	\$2,398,612	\$386,200	\$923,000	\$465,000	\$0	\$0	\$4,172,812

Funding Source	Prior Year Actuals	FY21 Estimated Actuals	FY22 Budget	FY23 Projections	FY24 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	2,398,612	386,200	923,000	465,000	0	0	4,172,812
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$2,398,612	\$386,200	\$923,000	\$465,000	\$0	\$0	\$4,172,812





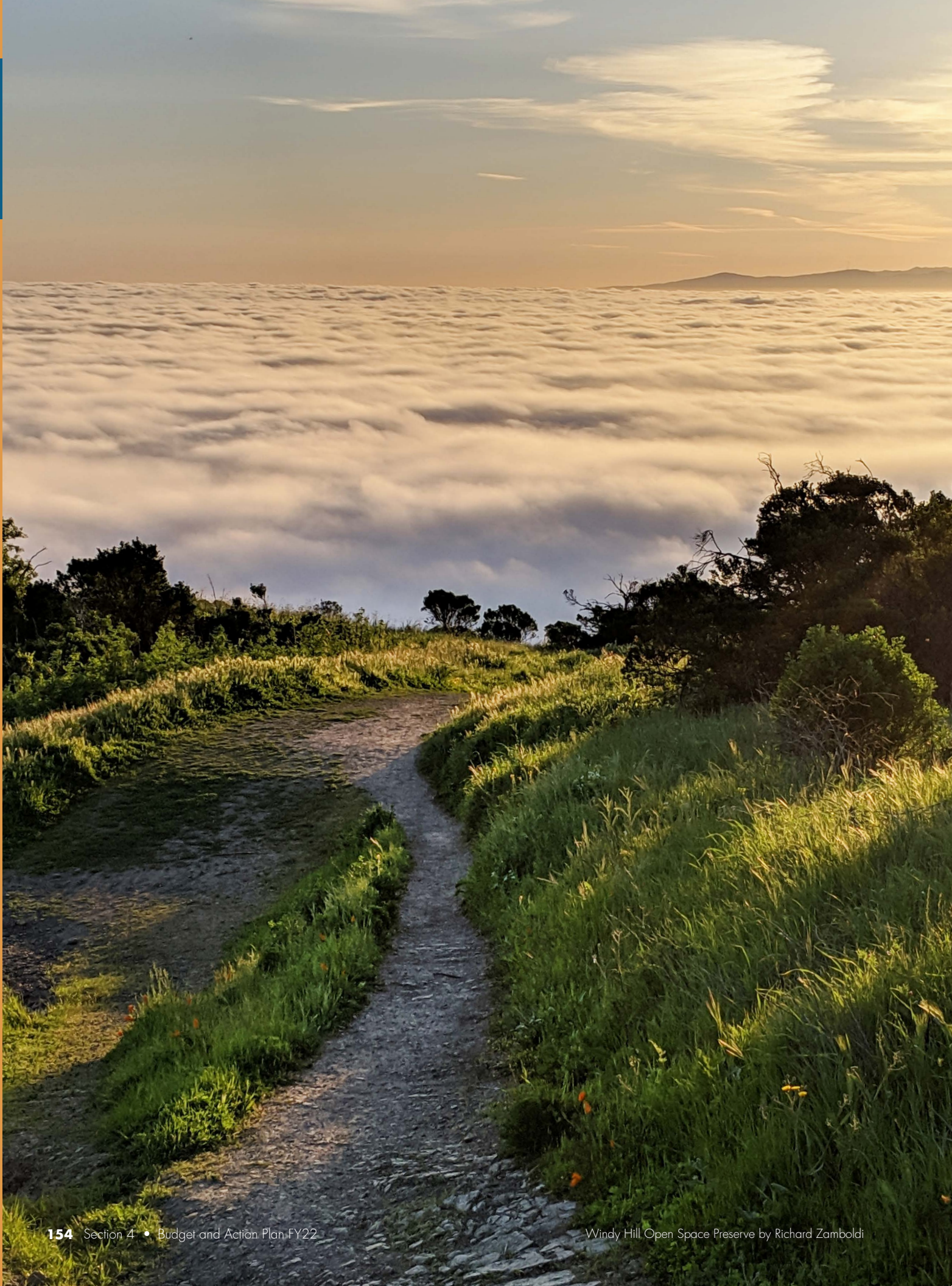
Section 4

Department Summaries



Picchetti Ranch Open Space Preserve by Douglas Sheaffer





Departments Overview

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

Administrative Services

Budget and Analysis

Finance

Grants

Human Resources

Information Systems and Technology

Procurement

Project Planning and Delivery

Engineering and Construction

Planning

Real Property

Public Affairs

Visitor and Field Services

Land and Facilities

Natural Resources

Visitor Services

This section identifies each of Midpen's departments, their mission and core function, staffing levels, objectives, performance metrics and proposed FY22 budget.

Administrative Services

MISSION STATEMENT

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

CORE FUNCTIONS

Provide financial management, budgeting and accounting services.

Administer Human Resources programs and coordinate employee relations activities.

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

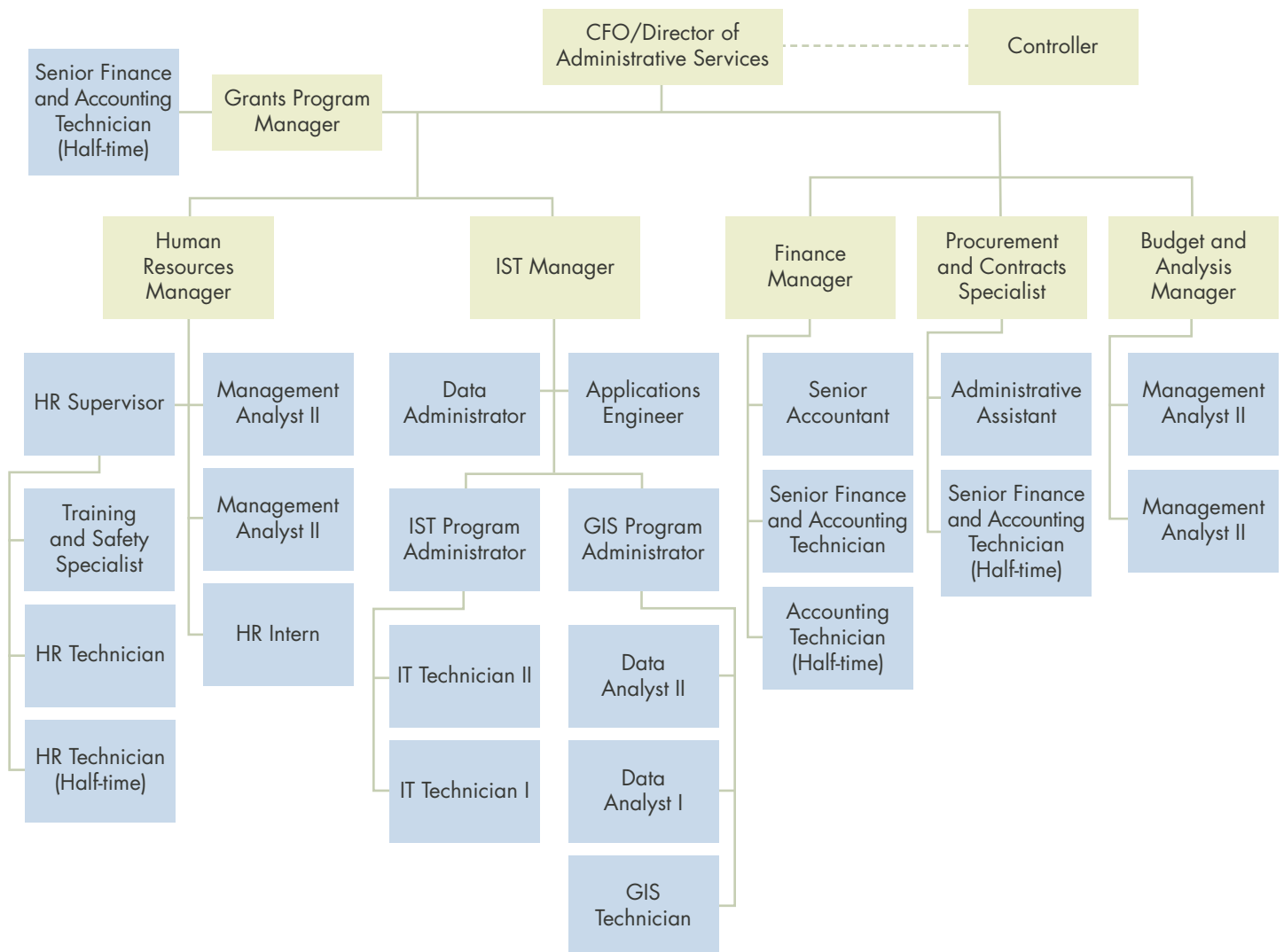
Provide Midpen with an overall IT strategy that fosters organizational innovation and efficiencies.

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

Coordinate grants application, award and compliance.

Manage Midpen procurement.

Organizational Chart



Staffing Levels

Position	FY18 Adopted FTE	FY19 Amended FTE	FY20 Adopted FTE	FY21 Adopted FTE	FY22 Proposed FTE	Change from FY21 Modified
Accounting Technician	0.5	0.5	0.5	0.5	0.5	0
Administrative Assistant	1	1	1	1	1	0
Applications Engineer	0	1	1	1	1	0
Budget & Analysis Manager	1	1	1	1	1	0
Controller	0.25	0.25	0.25	0.25	0.25	0
Data Administrator	1	1	1	1	1	0
Data Analyst I/II	2	2	2	2	2	0
Finance Manager	1	1	1	1	1	0
GIS Program Administrator	1	1	1	1	1	0
GIS Technician	0	0	0	0	1	1
Grants Program Manager (formerly Grants Specialist)	1	1	1	1	1	0
Human Resources Manager	1	1	1	1	1	0
Human Resources Supervisor	1	1	1	1	1	0
Human Resources Technician	1.5	1.5	1.5	1.5	1.5	0
IST Manager	1	1	1	1	1	0
IT Program Administrator	1	1	1	1	1	0
IT Technician I/II	1	2	2	2	2	0
Management Analyst I/II	4	4	4	4	4	0
Procurement and Contracts Specialist	1	1	1	1	1	0
Senior Accountant	1	1	1	1	1	0
Senior Finance and Accounting Technician	2	1	2	2	2	0
Training and Safety Specialist	1	1	1	1	1	0
Total FTE	24.25*	25.25**	26.25**	26.25**	27.25***	1

*Not included in the FTE count is 1 GIS Intern.

**Not included in the FTE count is 1 HR Intern and 1 limited term GIS Technician.

***Not included in the FTE count is 1 HR Intern.



Administrative Services aligns project deliverables to Midpen’s Strategic Plan goals and objectives primarily through:

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

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

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

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 1	50005	Tyler Munis Enterprise Resource Planning (ERP) Migration	FY2024
Goal 3 & 4	51704	Ward Boundary Redistricting	FY2022
Goal 4	None	New Servers for Administrative Office	FY2022
Goal 4	Supporting	Environmentally Preferable Purchasing Policy	FY2022
Goal 4	Supporting	Fleet Management	FY2024
Goal 4	Supporting	GIS Strategic Plan	FY2023
Goal 4	Supporting	Phone System	FY2022
Goal 4	Supporting	Preserve Use Permit System	FY2024
Goal 3 & 4	Supporting	Public GIS Hub	FY2024
Goal 3 & 4	Supporting	Real Property Database	FY2022
Goal 4	Supporting	SharePoint - Document Management System	FY2024
Goal 4	Supporting	Volunteer and Docent Management System	FY2022

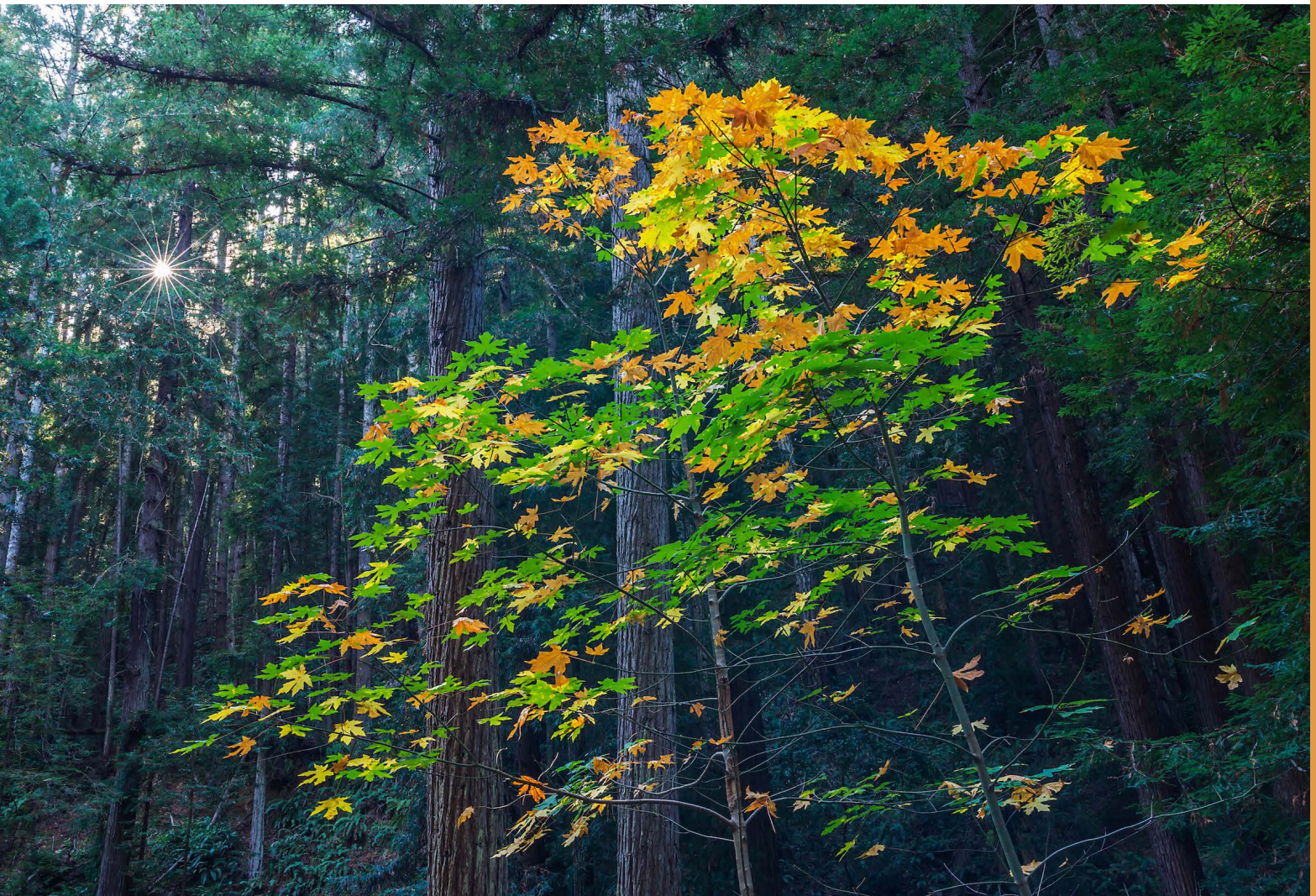
For the full statement of Midpen’s Strategic Plan goals and objectives, see page 6; project details are included in Section 3.

Performance Metrics

Strategic Plan Linkage	Indicator	FY20 Target	FY20 Actuals	FY21 Target	FY22 Target
Goal 4	Number of job recruitments completed within target timeline	32	25	32	32
Goal 4	Employee retention rate	<10%	6%	<10%	<10%
Goal 4	Percent of FTEs using web and mobile enterprise GIS	30%	38%	40%	40%
Goal 4	Percent of total District files in Office 365	25%	36%	60%	60%
Goal 4	Percent spent of adopted and final adjusted budget	90% / 90%	93% / 90%	90% / 90%	90% / 90%
Goal 4	Budget Book receives GFOA Award for Distinguished Budget Presentation	Yes	Yes	Yes	Yes
Goal 4	Obtain GFOA Award of Excellence in Financial Reporting for the Annual Report	Yes	Yes	Yes	Yes
Goal 4	Annual Report issued with unmodified opinion	Yes	Yes	Yes	Yes
Goal 4	General Fund reserve balance policy target met	Yes	Yes	Yes	Yes
Goal 4	Legal Debt limit not exceeded	Yes	Yes	Yes	Yes
Goal 4	Credit Rating from Fitch's and Standard and Poor's	AAA	AAA	AAA	AAA
Goal 4	Percent of electronic invoice payments	40%	56%	50%	60%

Budget

Midpen Budget by Expenditure Category	FY20 Actuals	FY21 Adopted Budget	FY22 Proposed Budget	\$ Change from FY21 Adopted Budget	% Change from FY21 Adopted Budget
Administrative Services					
Salaries and Benefits	\$4,625,504	\$5,357,276	\$5,791,536	\$434,260	8%
Services and Supplies	1,373,425	1,776,690	2,181,406	404,716	23%
Total Operating Expenditures	5,998,929	7,133,966	7,972,942	838,976	12%
General Fund Capital	0	80,000	62,000	(18,000)	- 23%
Measure AA Capital	0	0	0	0	0%
Total Capital Expenditures	0	80,000	62,000	(18,000)	- 23%
Total Administrative Services Expenditures	\$5,998,929	\$7,213,966	\$8,034,942	\$820,976	11%



Purisima Creek Redwoods Open Space Preserve by Alex Song



Engineering and Construction Department

MISSION STATEMENT

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

CORE FUNCTIONS

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

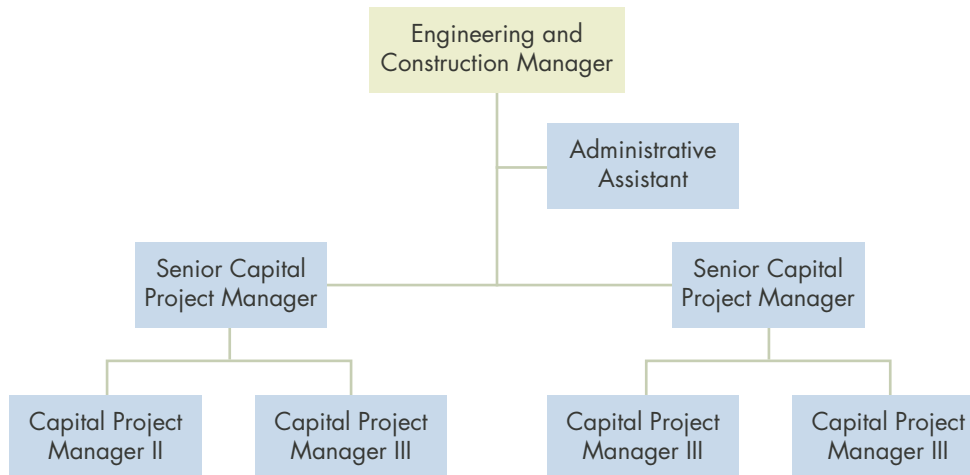
Provide design, project management, construction management and/or construction oversight of large-scale capital projects.

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

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

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

Organizational Chart



Staffing Levels

Position	FY18 Adopted FTE	FY19 Amended FTE	FY20 Adopted FTE	FY21 Amended FTE	FY22 Proposed FTE	Change from FY21 Modified
Manager	1	1	1	1	1	0
Senior Capital Project Manager	2	2	2	2	2	0
Capital Project Manager II	1	1	1	1	1	0
Capital Project Manager III	3	3	3	3	3	0
Total FTE	7	7	7	7	7	0

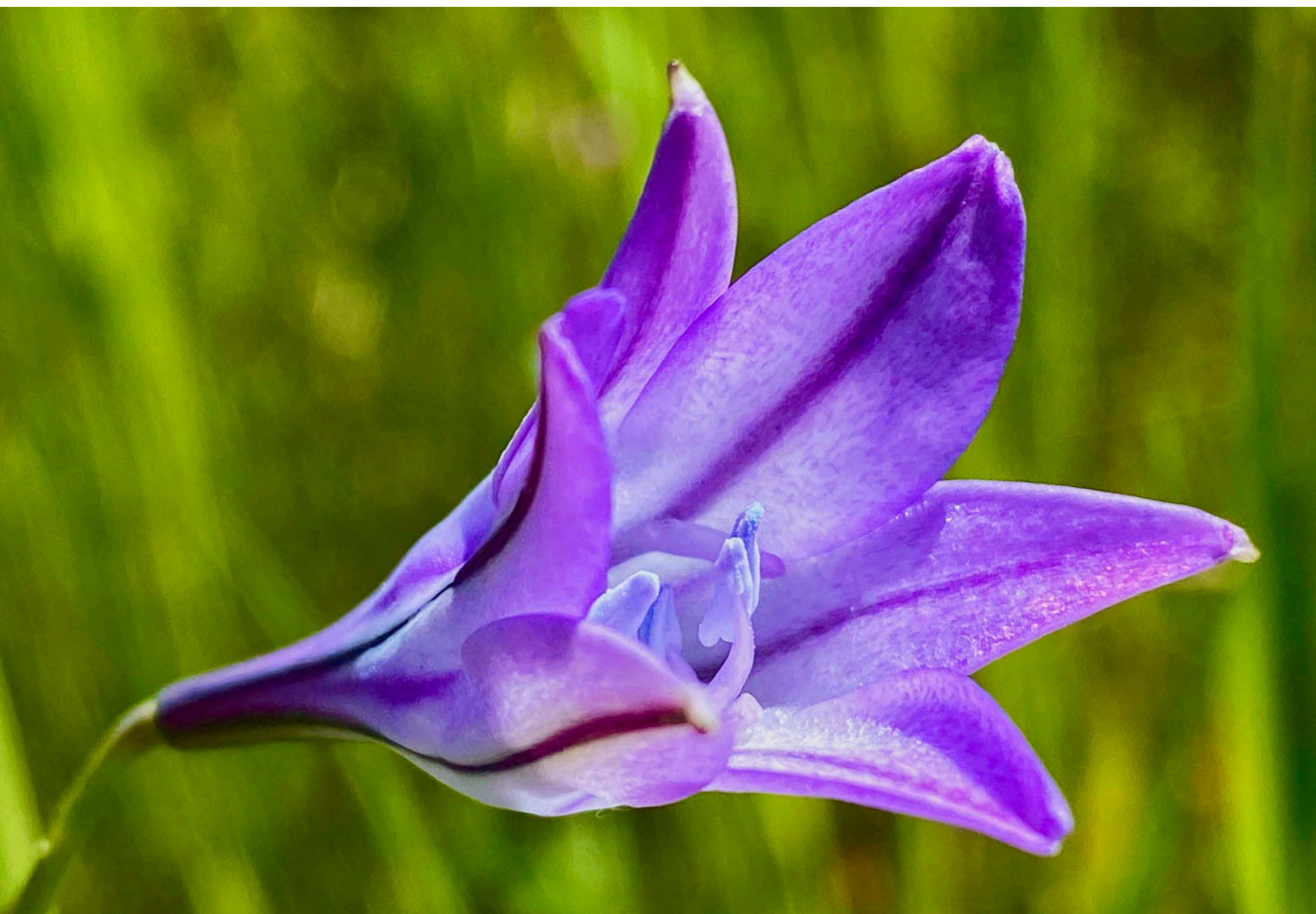
Engineering and Construction aligns project deliverables to the Midpen’s Strategic Plan goals and objectives primarily through:

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

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

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

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



Sierra Azul Open Space Preserve by Janie Krag



Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 4	31202-11-100000	New Administrative Office (AO) Facility	FY2023
Goal 3	31903	Hwy 35 Multi-use Trail Crossing and Parking – Feasibility Study	FY2023
Goal 3	31906	Bear Creek Redwoods North Parking Area	FY2024
Goal 4	35004	Sierra Azul Ranger Residence	FY2023
Goal 4	35006	Kennedy Restroom Replacements	FY2023
Goal 4	35007	Hawthorn Roof Replacement	FY2025
Goal 4	35008	Kennedy Trail Retaining Wall	FY2023
Goal 2 & 4	35009	Red Barn Roof Repair	FY2025
Goal 4	35010	Structure Disposition	FY2023
Goal 1 & 3	MAA03-002	Purisima Upland Site Clean up and Soil Remediation	FY2023
Goal 4	MAA05-008	La Honda Creek White Barn Structural Rehabilitation	FY2023
Goal 4	MAA05-009	La Honda Creek Redwood Cabin Removal and Site Restoration	FY2023
Goal 3	MAA05-012	Phase 2–Paulin Bridge Replacements (2)	FY2025
Goal 3 & 4	MAA21-004	Bear Creek Stables Repairs	FY2025
Goal 3	MAA21-006	Bear Creek Redwoods–Alma College Cultural Landscape Rehabilitation	FY2022
Goal 4	MAA22-005	Beatty House Site Security Improvements	FY2022
Goal 1	MAA25-002	Billingsley Property Site Cleanup	FY2022
Goal 2	VP07-002	Agricultural Workforce Housing–La Honda Creek	FY2022
Goal 4	VP23-003	Mt. Umunhum–Radar Tower Repair	FY2022

For the full statement of Midpen’s Strategic Plan goals and objectives, see page 6; project details are included in Section 3.



Los Trancos Open Space Preserve by Liv Ames

Performance Metrics

Strategic Plan Linkage	Indicator	FY20 Target	FY20 Actuals	FY21 Target	FY22 Target
Goal 4	Percent of projects finished within Board approved budget (base bid and contingency)	80%	88%	80%	80%
Goal 4	Percent of projects finished within schedule indicated at the time of award of contract	80%	82%	80%	80%

Budget

Midpen Budget by Expenditure Category	FY20 Actuals	FY21 Adopted Budget	FY22 Proposed Budget	\$ Change from FY21 Adopted Budget	% Change from FY21 Adopted Budget
Engineering and Construction					
Salaries and Benefits	\$1,055,694	\$1,145,128	\$1,206,827	\$61,699	5%
Less: MAA Reimbursable Staff Costs	(223,776)	(353,055)	(258,414)	94,641	- 27%
Net Salaries and Benefits	831,918	792,073	948,413	156,340	20%
Services and Supplies	262,658	186,768	190,319	3,551	2%
Total Operating Expenditures	1,094,576	978,841	1,138,732	159,891	16%
Hawthorns Capital	0	0	47,300	47,350	-
Total Hawthorns Expenditures	0	0	47,300	47,300	--
General Fund Capital	2,235,296	13,941,983	19,634,983	5,693,000	41%
Measure AA Capital	5,474,287	7,300,555	5,814,803	(1,485,752)	- 20%
Total Capital Expenditures	7,709,582	21,242,538	25,449,786	4,207,248	20%
Total Engineering and Construction Expenditures	\$8,804,158	\$22,221,379	\$26,635,818	\$4,414,439	20%



La Honda Creek Open Space Preserve by Bobby Wheelock



Office of the General Counsel

MISSION STATEMENT

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

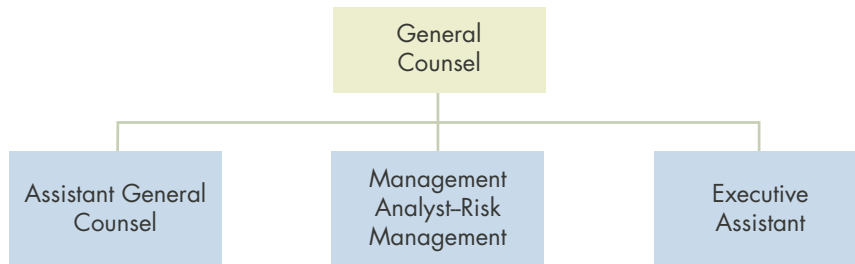
CORE FUNCTIONS

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

Represent Midpen in litigation and legal matters with outside agencies.

Administer Midpen's risk management program.

Organizational Chart



La Honda Creek Open Space Preserve by Jindrich Zejda

Staffing Levels

Position	FY18 Adopted FTE	FY19 Amended FTE	FY20 Adopted FTE	FY21 Amended FTE	FY22 Proposed FTE	Change from FY21 Modified
General Counsel	1	1	1	1	1	0
Assistant General Counsel	1	1	1	1	1	0
Management Analyst–Risk	0.5	0.5	0.5	1	1	0
Executive Assistant	0	1	1	1	1	0
Total FTE	2.5	3.5	3.5	4	4	0

General Counsel aligns project deliverables to Midpen’s Strategic Plan goals and objectives primarily through:

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

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

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

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

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 1 & 4	Supporting	Design-Build Legislation	FY2023
Goal 1	Supporting	Nuisance Abatement Legislation	FY2023
Goal 3 & 4	51704	Ward Boundary Redistricting	FY2022

For the full statement of Midpen’s Strategic Plan goals and objectives, see page 6; project details are included in Section 3.

Budget

Midpen Budget by Expenditure Category	FY20 Actuals	FY21 Adopted Budget	FY22 Proposed Budget	\$ Change from FY21 Adopted Budget	% Change from FY21 Adopted Budget
General Counsel					
Salaries and Benefits	\$606,693	\$701,221	\$801,859	\$100,638	14%
Services and Supplies	24,262	99,185	98,985	(200)	0%
Total Operating Expenditures	630,955	800,406	900,844	100,438	13%
Total General Counsel Expenditures	\$ 630,955	\$800,406	\$900,844	\$100,438	13%

Office of the General Manager

MISSION STATEMENT

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

CORE FUNCTIONS

Provide leadership, oversight and direction for Midpen functions.

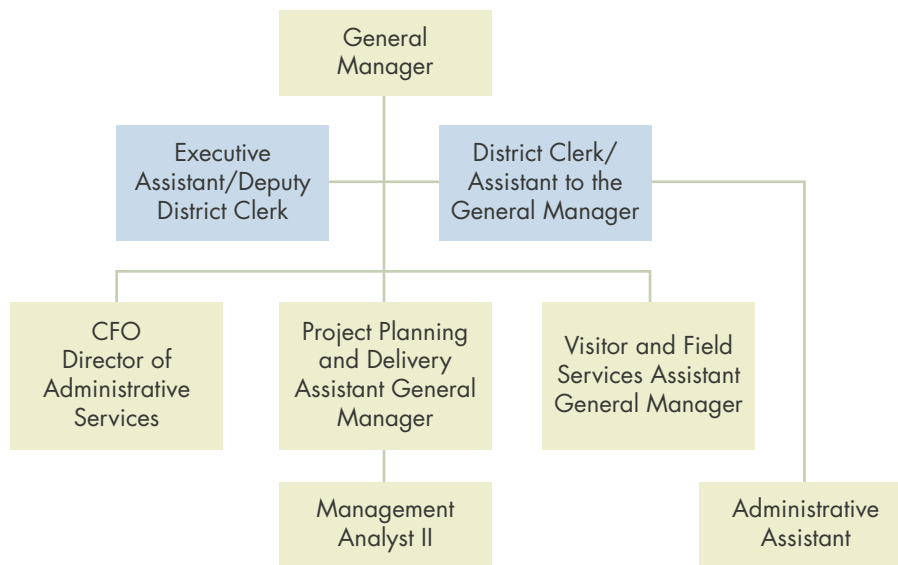
Accomplish the goals and objectives set out in the Board of Directors’ Strategic Plan.

Implement Midpen’s Vision Plan priority actions.

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

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

Organizational Chart



Staffing Levels

Position	FY18 Adopted FTE	FY19 Amended FTE	FY20 Adopted FTE	FY21 Adopted FTE	FY22 Proposed FTE	Change from FY21 Modified
Administrative Assistant	1	1	1	1	1	0
Assistant General Manager	2	2	2	2	2	0
Chief Financial Officer	1	1	1	1	1	0
District Clerk/Assistant to General	1	1	1	1	1	0
Executive Assistant/Deputy Clerk	1	1	1	1	1	0
General Manager	1	1	1	1	1	0
Management Analyst II	1	1	1	1	1	0
Total FTE	8	8	8	8	8	0

General Manager aligns project deliverables to Midpen's Strategic Plan goals and objectives primarily through:

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

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

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

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

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 4	10001	Records Management	FY2023
Goal 4	10002	San Mateo County Master Permit	FY2023
Goal 2	31901	ADA Barrier Removal	Ongoing
Goal 3	Supporting	Cooley Landing Site Use Agreements	FY2022
Goal 2 & 4	Supporting	Emergency/Disaster Preparedness Response and Recovery Plan	FY2022
Goal 2	Supporting	Fire Suppression Program: Review Staffing, Equipment and Training	FY2023
Goal 3	Supporting	Preserve Use Survey Implementation	FY2022

For the full statement of Midpen's Strategic Plan goals and objectives, see page 6; project details are included in Section 3.

Performance Metrics

Strategic Plan Linkage	Indicator	FY20 Target	FY20 Actuals	FY21 Target	FY22 Target
Goal 1	Number of public meetings held per year	60	60	60	60

Budget

Midpen Budget by Expenditure Category	FY20 Actuals	FY21 Adopted Budget	FY22 Proposed Budget	\$ Change from FY21 Adopted Budget	% Change from FY21 Adopted Budget
General Manager					
Salaries and Benefits	\$1,671,937	\$1,741,796	\$1,855,225	\$113,429	7%
Services and Supplies	109,350	476,825	402,125	(74,700)	- 16%
Total Operating Expenditures	1,781,286	2,218,621	2,257,350	38,729	2%
Total General Manger Expenditures	\$1,781,286	\$2,218,621	\$2,257,350	\$38,729	2%

Land and Facilities Services Department

MISSION STATEMENT

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

CORE FUNCTIONS

Maintain and construct an enjoyable and sustainable trail system.

Provide in-the-field services to protect and restore natural resources.

Protect public health and safety through fire prevention and safe access.

Foster neighbor, partner, and jurisdictional-oversight agency relationships and engage in multi-stakeholder efforts to further Midpen goals.

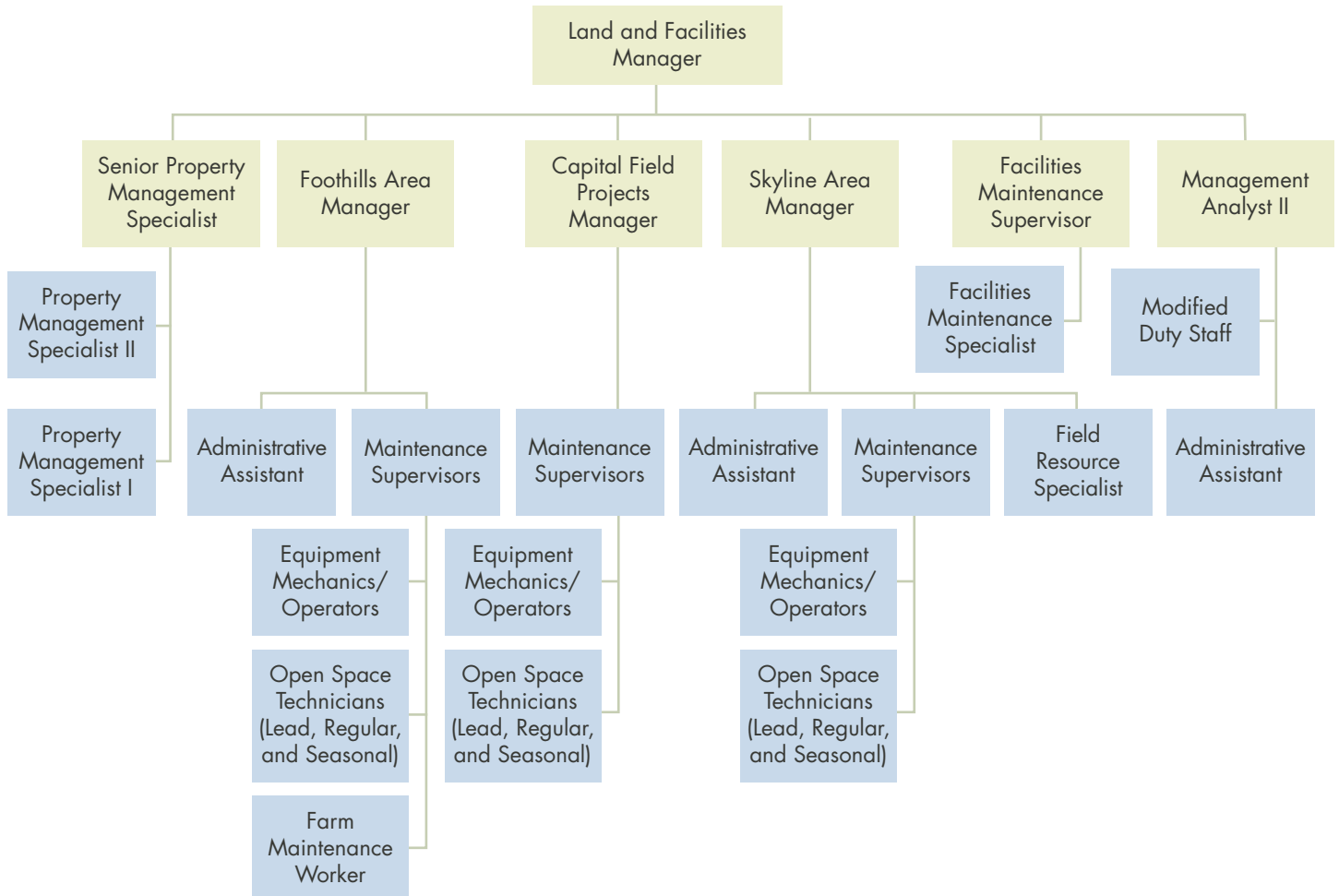
Maintain Midpen facilities to ensure safety, comfort and the public’s enjoyment.

Manage grazing, agricultural and other facility leases to further Midpen goals.

Provide and maintain field and administrative facilities for staff use.

Manage revenue-producing properties.

Organizational Chart



Staffing Levels

Position	FY18 Adopted FTE	FY19 Amended FTE	FY20 Adopted FTE	FY21 Adopted FTE	FY22 Proposed FTE	Change from FY21 Modified
Administrative Assistant	3	3	3	3	3	0
Area Manager	2	2	2	2	2	0
Capital Projects Field Manager	1	1	1	1	1	0
Equipment Mechanic/Operator	6	7	7	7	8	1
Facilities Maintenance Specialist	1	1	1	1	1	0
Facilities Maintenance Supervisor	1	1	1	1	1	0
Farm Maintenance Worker	1	1	1	1	1	0
Field Resource Specialist	0	0	0	0	1	1
Land and Facilities Manager	1	1	1	1	1	0
Lead Open Space Technician	6	6	7	7	7	0
Maintenance Supervisor	6	6	6	6	6	0
Management Analyst I/II	1	1	1	1	1	0
Open Space Technician	15	15	15	15	15	0
Property Management Specialist I/II	2	2	2	2	2	0
Seasonal Open Space Technician	8.3	8.3	8.3	8.3	8.3	0
Senior Property Management Specialist	1	1	1	1	1	0
Total FTE	55.3	56.3	57.3	57.3	59.3	2



Land and Facilities Services aligns project deliverables to Midpen’s Strategic Plan goals and objectives primarily through:

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

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

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

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 4	61009	Russian Ridge–Bergman Residences Reconstruction	FY2022
Goal 2	61010	Toto Ranch Well Drilling and Construction, Tunitas Creek	FY2022
Goal 2	61014	Bear Creek Stables Road Drainage Repairs	FY2023
Goal 2 & 4	61016	Burkhart Spring Construction	FY2022
Goal 2	61017	Fuel Reduction Implementation	FY2024
Goal 4	61020	Thornewood Residence Evaluation	FY2023
Goal 2 & 4	61021	Toto Ranch North Water Line	FY2023
Goal 2	61023	Los Gatos Creek Watershed–Wildland Fire Resiliency	FY2025
Goal 2	61024	Lobitos Creek Fencing	FY2024
Goal 3 & 4	61025	FFO Trail Bridge Replacements	FY2023
Goal 4	61026	Quam Residence Road Repair	FY2023
Goal 3	61027	Rancho San Antonio ADA Path to Deer Hollow Farm	FY2025
Goal 3	MAA05-007	La Honda Creek Phase II Trail Connections	FY2026
Goal 2	MAA05-011	Lone Madrone Ranch Fence Installation	FY2023
Goal 3	MAA07-011	Phase II Loop Trails, Lower La Honda Creek OSP	FY2023
Goal 3 & 4	MAA10-001	Alpine Road Regional Trail, Coal Creek	FY2024
Goal 3	MAA16-001	Long Ridge Trail Connection to Eagle Rock and Devils Canyon	FY2026
Goal 3 & 4	MAA21-011	Phase II Trail Improvements, Bear Creek Redwoods OSP	FY2024
Goal 2	MAA22-001	Hendrys Creek Property Land Restoration	FY2023
Goal 3 & 4	Supporting	Bear Creek Stables Operator RFP/Lease	FY2023
Goal 2 & 4	Supporting	Fleet Transition Plan	FY2022
Goal 3	Supporting	Kennedy Trail Re-route	FY2024
Goa 4	N/A	Vehicle and Machinery/Equipment Purchases	Ongoing

For the full statement of Midpen’s Strategic Plan goals and objectives, see page 6; project details are included in Section 3.

Performance Metrics

Strategic Plan Linkage	Indicator	FY20 Target	FY20 Actuals	FY21 Target	FY22 Target
Goal 3	Miles of single-track trail brushed annually	78	84	84	75
Goal 3	Miles of trails built annually	2	1.3	2	2

Budget

Midpen Budget by Expenditure Category	FY20 Actuals	FY21 Adopted Budget	FY22 Proposed Budget	\$ Change from FY21 Adopted Budget	% Change from FY21 Adopted Budget
Land and Facilities					
Salaries and Benefits	\$5,918,868	\$6,599,123	\$7,210,449	\$611,326	9%
Less: MAA Reimbursable Staff Costs	(116,443)	(216,175)	(193,321)	22,854	- 11%
Net Salaries and Benefits	5,802,425	6,382,948	7,017,128	634,180	10%
Services and Supplies	2,933,454	3,544,930	4,742,204	1,197,274	34%
Total Operating Expenditures	8,735,879	9,927,878	11,759,332	1,831,454	18%
Services and Supplies	12,838	62,200	77,200	15,000	24%
Total Hawthorns Expenditures	12,838	62,200	77,200	15,000	24%
General Fund Capital	810,663	1,247,845	1,656,925	409,080	33%
Measure AA Capital	523,939	696,500	419,821	(276,679)	- 40%
Total Capital Expenditures	1,334,602	1,944,345	2,076,746	132,401	7%
Total Land and Facilities Expenditures	\$10,083,319	\$11,934,423	\$13,913,278	\$1,978,855	17%



Ravenswood Open Space Preserve by Shai Dickman

Natural Resources Department

MISSION STATEMENT

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

CORE FUNCTIONS

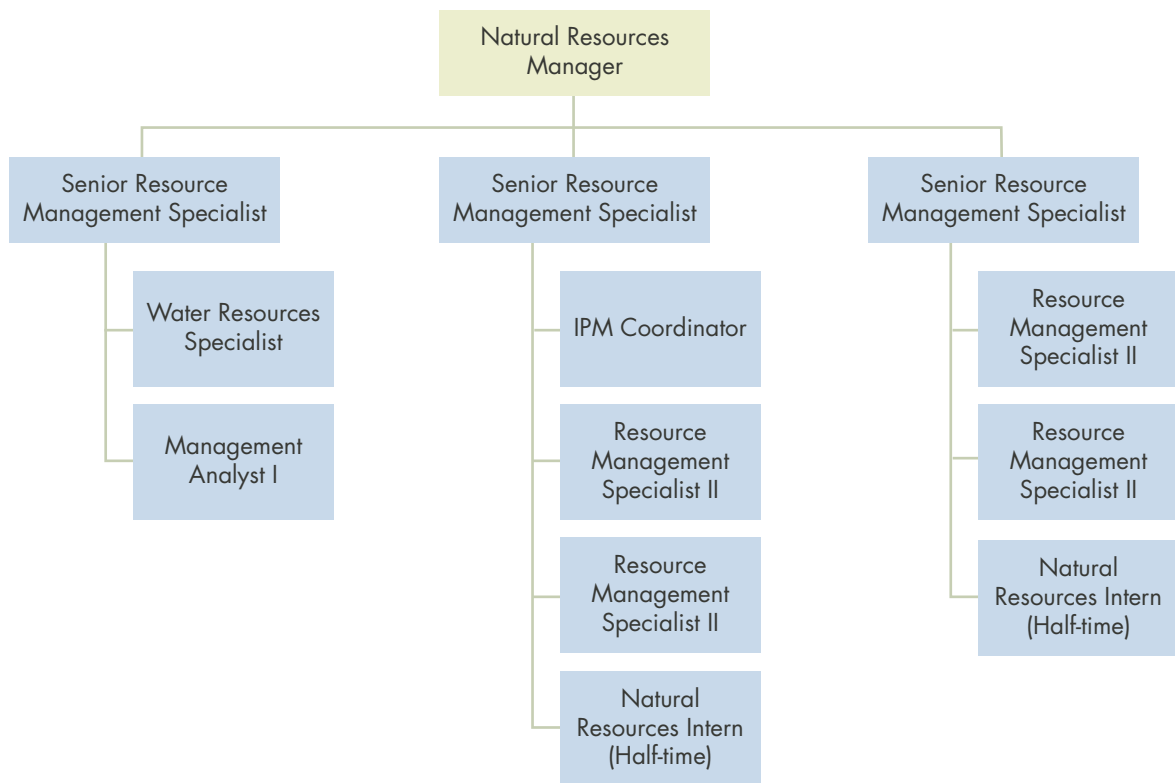
Plan, implement, and design projects to protect and restore the natural resources.

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

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

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

Organizational Chart



Staffing Levels

Position	FY18 Adopted FTE	FY19 Amended FTE	FY20 Adopted FTE	FY21 Adopted FTE	FY22 Proposed FTE	Change from FY21 Modified
Manager	1	1	1	1	1	0
Senior Resource Management Specialist	2	3	3	3	3	0
Resource Management Specialist III	1	0	0	0	0	0
Resource Management Specialist I/II	4	4	4	4	4	0
Water Resources Specialist	1	1	1	1	1	0
Management Analyst I/II	0	0	1	1	1	0
Integrated Pest Management Coordinator	1	1	1	1	1	0
Total FTE	10*	10*	11**	11**	11**	0

*Not included in the FTE count are 2 Natural Resources Interns and a limited term Climate Resiliency Fellow.

**Not included in the FTE count are 2 Natural Resources Interns.

Natural Resource aligns project deliverables to Midpen’s Strategic Plan goals and objectives primarily through:



Russian Ridge Open Space Preserve by Hongyan Liu



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

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

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

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

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 2	80003-10	Wildland Fire Resiliency Program	FY2024
Goal 1	80034-44-100000	Programmatic State and Federal Environmental Permitting	FY2023
Goal 2	80054	Badger/Burrowing Owl Habitat Assessment	FY2023
Goal 2	80058	Districtwide Aquatic Habitat Assessment and eDNA Collection	FY2023
Goal 2	80059	Groundwater Well Decommissioning	FY2024
Goal 1	80063	Districtwide Vegetation Mapping	FY2023
Goal 2	80065	IPM Implementation of Santa Clara Valley Water District Grant	FY2023
Goal 1	80066	Amah Mutsun Land Trust Native Garden	FY2023
Goal 2	80069	Mountain Lion Collaring Effort–Rancho San Antonio/Foothills Area Preserve	FY2026
Goal 1 & 2	80070	Carbon Storage Study–Pilot Project, San Gregorio Watershed	FY2023
Goal 2 & 3	80071	Ecological Health and Biodiversity Monitoring	FY2026
Goal 2	80072	Irish Ridge Restoration	FY2028
Goal 2	80073	Lehigh Quarry Reclamation Plan Review	FY2023
Goal 1	80074	Science Advisory Panel	FY2024
Goal 2	MAA01-004	Remediation Plan and Ranch Debris Clean Up, Madonna Creek Ranch	FY2023
Goal 2	MAA01-006	Madonna Creek Fish, Water Supply, and Bridge Replacement	FY2026
Goal 2	MAA03-007	Purisima-to-the-Sea Habitat Enhancement and Water Supply Improvement Plan	FY2023
Goal 2	MAA05-010	Restoration Forestry Demonstration Project	FY2026
Goal 2	MAA07-008	Lower Turtle Pond Repair	FY2025
Goal 1	MAA20-001	Wildlife Corridor: Highway 17 Crossing	FY2024
Goal 1 & 2	MAA21-007	Bear Creek Redwoods Preserve Plan: Invasive Weed Treatment and Restoration	FY2024
Goal 2	MAA21-010	Bear Creek Redwoods Landfill Characterization and Remediation	FY2023
Goal 2	VP22-001	Alma Bridge Road Newt Mortality and Population Study	FY2023
Goal 2	Supporting	Agricultural Policy	FY2023
Goal 2 & 4	Supporting	Districtwide Wildlife Camera Program	FY2025
Goal 2	Supporting	Drought Response and Resiliency Plan	FY2023
Goal 2	Supporting	Marbled Murrelet Recovery	FY2025
Goal 1 & 4	Supporting	Mitigation Policy	FY2022
Goal 2	Supporting	Pescadero Sediment TMDL Implementation	FY2026
Goal 2	Supporting	Remediation of Planting Sites	FY2024
Goal 2 & 3	Supporting	Water Quality Monitoring Program	FY2023

For the full statement of Midpen’s Strategic Plan goals and objectives, see page 6; project details are included in Section 3.

Performance Metrics

Strategic Plan Linkage	Indicator	FY20 Target	FY20 Actuals	FY21 Target	FY22 Target
Goal 1	Proportion of special status species managed: Enhance habitat for a majority of rare, threatened, or endangered plant and animal species found on Midpen lands	70%	65%	70%	70%
Goal 1	Acres managed: Enhance environmental quality by treating Midpen lands for invasive weeds, restoring degraded sites, and managing wildland fire fuels	70% of Acreage Specific in Annual IPM Plan	38% of Acreage Specific in Annual IPM Plan	70% of Acreage Specific in Annual IPM Plan	70% of Acreage Specific in Annual IPM Plan

Budget

Midpen Budget by Expenditure Category	FY20 Actuals	FY21 Adopted Budget	FY22 Proposed Budget	\$ Change from FY21 Adopted Budget	% Change from FY21 Adopted Budget
Natural Resources					
Salaries and Benefits	\$1,543,549	\$1,702,139	\$1,778,648	\$76,509	4%
Less: MAA Reimbursable Staff Costs	(15,003)	(55,256)	(91,919)	(36,663)	66%
Net Salaries and Benefits	1,528,545	1,646,883	1,686,729	39,846	2%
Services and Supplies	1,706,957	2,851,933	3,275,223	423,290	15%
Total Operating Expenditures	3,235,503	4,498,816	4,961,952	463,136	10%
General Fund Capital	37,968	95,000	161,000	66,000	69%
Measure AA Capital	819,657	1,086,756	1,316,919	230,163	21%
Total Capital Expenditures	857,625	1,181,756	1,477,919	296,163	25%
Total Natural Resources Expenditures	\$4,093,128	\$5,680,572	\$6,439,871	\$759,299	13%

Planning Department

MISSION STATEMENT

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

CORE FUNCTIONS

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

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

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

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

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

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

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

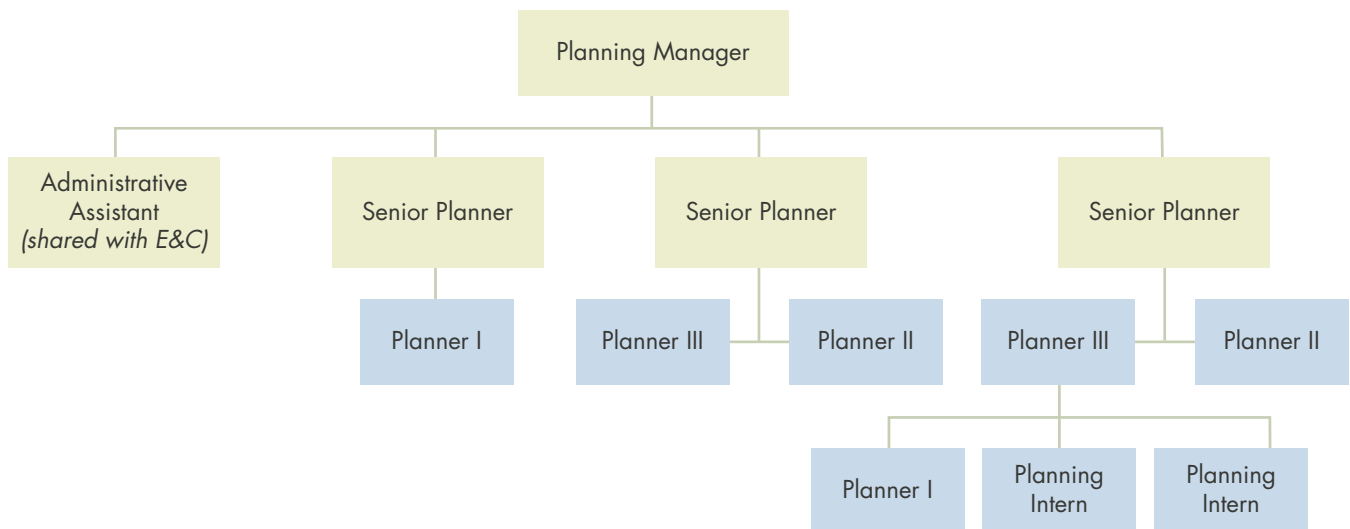
Plan and design signage for preserves and trails.

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

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

Provide accessibility review of new public access improvement plans.

Organizational Chart



Staffing Levels

Position	FY18 Adopted FTE	FY19 Amended FTE	FY20 Adopted FTE	FY21 Adopted FTE	FY22 Proposed FTE	Change from FY21 Modified
Manager	1	1	1	1	1	0
Senior Planner	2	2	2	3	3	0
Planner III	3	3	3	2	2	0
Planner I/II	4	4	4	4	4	0
Administrative Assistant*	1	1	1	1	1	0
Total FTE	11	11	11	11	11**	0

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

**Not included in the FTE count are 2 Planning Interns.

Planning aligns project deliverables to Midpen's Strategic Plan goals and objectives primarily through:

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

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

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

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

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 4	31902	Historic Resources Procedural Guide/Library	FY2025
Goal 3	31903	Hwy 35 Multi-use Trail Crossing and Parking–Feasibility Study	FY2023
Goal 3	31904	Purisima Preserve Multimodal Access Study	FY2023
Goal 2 & 3	31905	Basic Policy Update	FY2024
Goal 3	31906	Bear Creek Redwoods North Parking Area	FY2024
Goal 3	31907	Johnston Ranch Loop Trail and Parking Area	FY2026
Goal 3	MAA02-001	Cooley Landing Interpretative Facilities Design and Implementation	FY2022
Goal 1 & 3	MAA03-005	Purisima-to-the-Sea Trail and Parking Area–Feasibility Study	FY2023
Goal 1 & 3	MAA06-002	Hawthorns Area Plan	FY2024
Goal 1 & 3	MAA20-002	Bay Area Ridge Trail: Highway 17 Crossing	FY2026
Goal 3	VP05-002	La Honda Creek Parking and Trailhead Access–Feasibility Study	FY2027
Goal 1 & 3	VP11-001	Rancho San Antonio (RSA) Multimodal Access–Priority 1 Implementation	FY2023
Goal 3	Supporting	Parking Area Naming Conventions	FY2022
Goal 3	Supporting	Regional Trails Planning and Coordination	FY2025
Goal 3	Supporting	Stevens Creek Trail Signage	FY2022
Goal 3	Supporting	Trail Information System	FY2023

For the full statement of Midpen's Strategic Plan goals and objectives, see page 6; project details are included in Section 3.

Performance Metrics

Strategic Plan Linkage	Indicator	FY20 Target	FY20 Actuals	FY21 Target	FY22 Target
Goal 1	Number of projects leveraged with partnerships	90% of annual target (Target 3 projects)	100% (5 projects)	90% of annual target (Target 3 projects)	90% of annual target (Target 3 projects)
Goal 3	% of planning milestones completed for a project	90% of annual target (Target 6 project milestones)	100% (6 milestones met)	90% of annual target (Target 6 project milestones)	90% of annual target (Target 6 project milestones)

Budget

Midpen Budget by Expenditure Category	FY20 Actuals	FY21 Adopted Budget	FY22 Proposed Budget	\$ Change from FY21 Adopted Budget	% Change from FY21 Adopted Budget
Planning					
Salaries and Benefits	\$1,335,605	\$1,611,040	\$1,727,229	\$116,189	7%
Less: MAA Reimbursable Staff Costs	(20,671)	(44,749)	(75,645)	(30,896)	69%
Net Salaries and Benefits	1,314,934	1,566,291	1,651,584	85,293	5%
Services and Supplies	138,893	455,611	674,783	219,172	48%
Total Operating Expenditures	1,453,827	2,021,902	2,326,367	304,465	15%
Hawthorns Capital	0	48,000	0	(48,000)	- 100%
Total Hawthorns Expenditures	0	48,000	0	(48,000)	- 100%
General Fund Capital	10,943	51,500	33,000	(18,500)	- 36%
Measure AA Capital	1,096,560	1,207,777	1,021,645	(186,132)	- 15%
Total Capital Expenditures	1,107,503	1,259,277	1,054,645	(204,632)	- 16%
Total Planning Expenditures	\$2,561,329	\$3,329,179	\$3,381,012	\$51,833	2%



Public Affairs Department

MISSION STATEMENT

Build trust by making clearly visible to the public the purposes and actions of Midpen, and actively encouraging public input and involvement in Midpen's decision-making process and other activities.

CORE FUNCTIONS

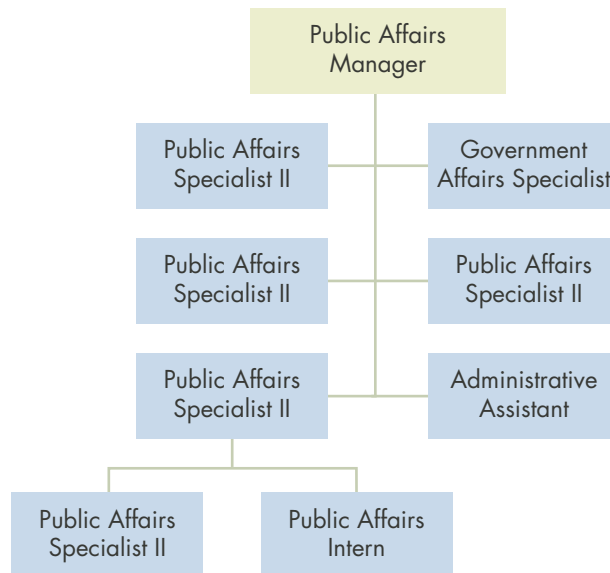
Maximize public awareness and understanding of Midpen and its activities.

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

Collect and evaluate constituent feedback and recommend action.

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

Organizational Chart



Staffing Levels

Position	FY18 Adopted FTE	FY19 Amended FTE	FY20 Adopted FTE	FY21 Adopted FTE	FY22 Proposed FTE	Change from FY21 Modified
Administrative Assistant	1	1	1	1	1	0
Governmental Affairs Specialist	1	1	1	1	1	0
Public Affairs Manager	1	1	1	1	1	0
Public Affairs Specialist I	1	1	1	1	0	-1
Public Affairs Specialist II	3	2	4	3	4	1
Total FTE	7*	6**	8	7	7**	0

*Not included in the FTE count is 1 Public Affairs Intern.

**Not included in the FTE count is 1 Public Affairs Intern and 1 limited term Public Affairs Specialist II.

Public Affairs aligns project deliverables to Midpen's Strategic Plan goals and objectives primarily through:

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

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

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

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

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 2 & 3	40013	50th Anniversary Public Events and Activities	FY2023
Goal 3 & 4	Supporting	Customer Relationship Management	FY2023
Goal 1 & 4	Supporting	Design-Build Legislation	FY2023
Goal 3	Supporting	Good Neighbor Policy Update	FY2022
Goal 1	Supporting	Nuisance Abatement Legislation	FY2023

For the full statement of Midpen's Strategic Plan goals and objectives, see page 6; project details are included in Section 3.

Performance Metrics

Strategic Plan Linkage	Indicator	FY20 Target	FY20 Actuals	FY21 Target	FY22 Target
Goal 3	Total reach of Midpen communications channel outreach	N/A	N/A	N/A	2 million
Goal 3	Percentage of ideas pitched to media that become stories	N/A	N/A	N/A	51%
Goal 3	Percent of information requests/complaints answered within two business days	90%	94%	90%	90%
Goal 1 & 4	Percentage of governmental agency partners engaged	N/A	N/A	N/A	80%

Budget

Midpen Budget by Expenditure Category	FY20 Actuals	FY21 Adopted Budget	FY22 Proposed Budget	\$ Change from FY21 Adopted Budget	% Change from FY21 Adopted Budget
Public Affairs					
Salaries and Benefits	\$982,377	\$967,506	\$1,191,021	\$223,515	23%
Services and Supplies	499,831	889,381	1,204,292	314,911	35%
Total Operating Expenditures	1,482,208	1,856,887	2,395,313	538,426	29%
Total Public Affairs Expenditures	\$1,482,208	\$1,856,887	\$2,395,313	\$538,426	29%

Real Property Department

MISSION STATEMENT

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

CORE FUNCTIONS

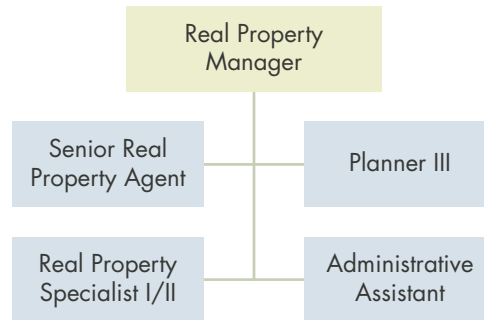
Provide comprehensive land conservation planning and analysis to guide the land purchase program in coordination with other departments.

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

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

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

Organizational Chart



El Corte de Madera Creek Open Space Preserve by David Y. Porter

Staffing Levels

Position	FY18 Adopted FTE	FY19 Amended FTE	FY20 Adopted FTE	FY21 Adopted FTE	FY22 Proposed FTE	Change from FY21 Modified
Manager	1	1	1	1	1	0
Senior Real Property Agent	1	1	1	1	1	0
Real Property Specialist I/II	1	1	1	1	1	0
Planner III	1	1	1	1	1	0
Administrative Assistant*	1	1	1	1	1	0
Total FTE	5	5	5	5	5	0

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

Real Property aligns project deliverables to Midpen's Strategic Plan goals and objectives primarily through:

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

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

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

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

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 1 & 3	20125	Cal-Water Land Exchange, Teague Hill Preserve	FY2022
Goal 1 & 2	MAA01-005	Johnston Ranch Land Acquisition	FY2022
Goal 1 & 3	MAA03-006	South Cowell Upland Land Conservation	FY2022
Goal 1	VP08-001	Upper San Gregorio Land Conservation	FY2022
Goal 1	VP08-002	Upper Alpine Creek Land Conservation	FY2022
Goal 1 & 2	VP13-001	Cloverdale Ranch Land Opportunity	FY2023
Goal 1	VP14-001	California Riding & Hiking Trails	FY2023
Goal 1 & 2	VP15-001	Redwood Forest Land Opportunity	FY2023
Goal 1 & 3	VP19-002	El Sereno Land Conservation	FY2022
Goal 1	VP23-004	Mt. Umunhum Land Conservation	FY2022
Goal 1 & 3	VP24-002	Valley Water Exchange Agreement at Rancho de Guadalupe Area of Sierra Azul Preserve	FY2024
Goal 1 & 2	VP25-001	Sierra Azul Loma Prieta Land Conservation	FY2022
Goal 1	VP25-003	Forest of Nisene Marks Connection	FY2022
Goal 1 & 2	VP39-001	Lower San Gregorio Creek Watershed Land Conservation	FY2023
Goal 1 & 3	N/A	Districtwide purchase options and low-value Land Fund	Ongoing
Goal 1 & 4	Supporting	Coastside Lands Management Plan	FY2023
Goal 1 & 4	Supporting	Land Conservation Guidance Document	FY2022

For the full statement of Midpen's Strategic Plan goals and objectives, see page 6; project details are included in Section 3.

Performance Metrics

Strategic Plan Linkage	Indicator	FY20 Target	FY20 Actuals	FY21 Target	FY22 Target
Goal 1	Number of Preserves	N/A	26	N/A	N/A
Goal 1	Land Conservation	N/A	542.33	N/A	N/A
Goal 1	Total number of acres protected (preserved)	N/A	64,469	N/A	N/A
Goal 2	Land Conservation Connectivity	N/A	Connectivity between Tunitas Creek Watershed and San Gregorio	N/A	N/A
Goal 3	New Staff Facilities	N/A	N/A	N/A	N/A
Goal 1	Coastal Service Plan – 15 Year Land Acquisitions	100%	11,647	100%	100%



Monte Bello Open Space Preserve by Michael Cappello

Budget

Midpen Budget by Expenditure Category	FY20 Actuals	FY21 Adopted Budget	FY22 Proposed Budget	\$ Change from FY21 Adopted Budget	% Change from FY21 Adopted Budget
Real Property					
Salaries and Benefits	\$662,259	\$786,376	\$810,192	\$23,816	3%
Services and Supplies	58,096	138,884	99,324	(39,560)	- 28%
Total Operating Expenditures	720,355	925,260	909,516	(15,744)	- 2%
General Fund Capital	99,150	440,000	634,000	194,000	44%
Measure AA Capital	9,310,297	1,577,000	124,250	(1,452,750)	- 92%
Total Capital Expenditures	9,413,266	2,017,000	758,250	(1,258,750)	- 62%
Total Real Property Expenditures	10,133,621	2,942,260	1,667,766	(1,274,494)	- 43%



Long Ridge Open Space Preserve by Frances Freyburg

Visitor Services Department

MISSION STATEMENT

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

CORE FUNCTIONS

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

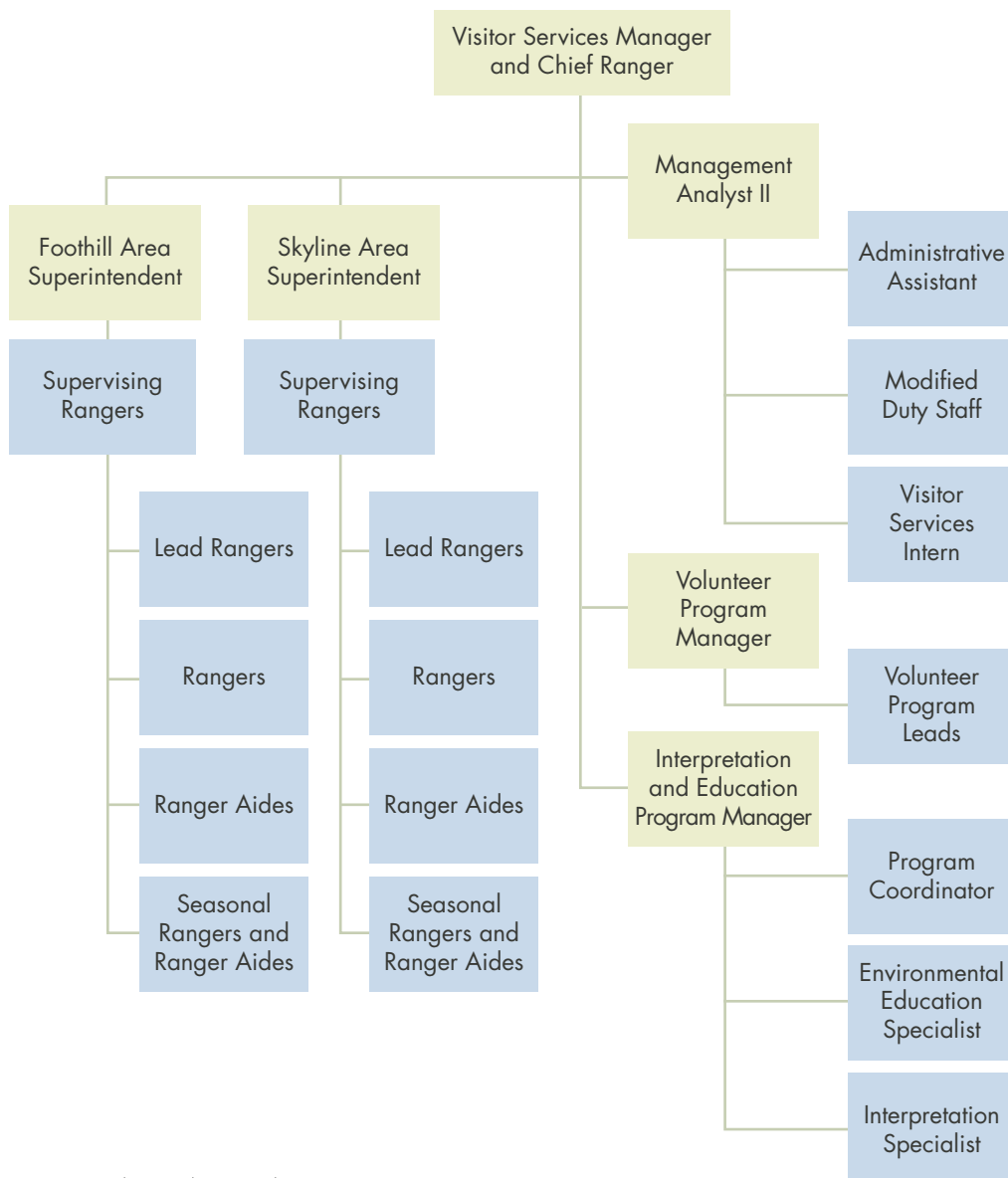
Provide frontline public contact and services on Midpen lands.

Manage the Volunteer and Interpretation and Education programs.

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

Manage conditional preserve use through an online permit system.

Organizational Chart



Staffing Levels

Position	FY18 Adopted FTE	FY19 Amended FTE	FY20 Adopted FTE	FY21 Adopted FTE	FY22 Proposed FTE	Change from FY21 Modified
Administrative Assistant	1	1	1	1	1	0
Area Superintendents	2	2	2	2	2	0
Interpretation & Education Program Manager (formerly Docent Program Manager)	1	1	1	1	1	0
Program Coordinator (formerly Docent Program Coordinator)	1	1	1	1	1	0
Environmental Education Specialist	0	1	1	1	1	0
Interpretive Specialist	0	0	1	1	1	0
Lead Ranger	4	5	5	5	5	0
Ranger	19	19	19	19	20	1
Seasonal Ranger	0.95	0.95	0.95	0.95	0.95	0
Seasonal Ranger Aide	0.95	0.95	0.95	0.95	0.95	0
Supervising Ranger	5	5	5	5	5	0
Management Analyst I/II	1	1	1	1	1	0
Visitor Services Manager / Chief Ranger	1	1	1	1	1	0
Volunteer Program Manager	1	1	1	1	1	0
Volunteer Program Lead	2	2	2	2	2	0
Total FTE	39.9	41.9	42.9*	42.9*	43.9*	1

*Not included in the FTE count is 1 Visitor Services Intern.

Visitor Services aligns project deliverables to Midpen's Strategic Plan goals and objectives primarily through:

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

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

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 4	65407	Radio System Assessment and Upgrade	FY2023
Goal 3 & 4	Supporting	E-Bike Policy Evaluation (Paved Trails)	FY2022
Goal 3 & 4	Supporting	E-Bike Policy Evaluation (Unpaved Trails)	FY2023

For the full statement of Midpen's Strategic Plan goals and objectives, see page 6; project details are included in Section 3.

Performance Metrics

Strategic Plan Linkage	Indicator	FY20 Target	FY20 Actuals	FY21 Target	FY22 Target
Goal 3	Annual number of Nature Center visitors	3,500	1,671	3,500	3,000
Goal 3	Number of permits issued	4,000	2,104	3,700	3,500
Goal 3	Number of stewardship volunteer hours	17,500	10,296	17,500	12,000
Goal 3	Number of interpretation and education docent hours	5,000	975	5,000	4,000

Budget

Midpen Budget by Expenditure Category	FY20 Actuals	FY21 Adopted Budget	FY22 Proposed Budget	\$ Change from FY21 Adopted Budget	% Change from FY21 Adopted Budget
Visitor Services					
Salaries and Benefits	\$5,211,745	\$5,690,801	\$6,123,818	\$433,017	8%
Services and Supplies	710,936	720,447	667,440	(53,007)	-7%
Total Operating Expenditures	5,922,680	6,411,248	6,791,258	380,010	6%
General Fund Capital	54,788	0	1,178,212	1,178,212	
Total Operating Expenditures	54,788	0	1,178,212	1,178,212	
Total Visitor Services Expenditures	\$5,977,468	\$6,411,248	\$7,969,470	\$1,558,222	24%



Fremont Older Open Space Preserve by Larry Klein



Vision Plan Actions Overview

VISION PLAN ACTION

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

VISION PLAN ACTION

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



Glossary

TERM	DESCRIPTION
Accrual	An expense which is outstanding at the end of a financial period and which needs to be included in the accounting results for the period.
ACOE	U.S. Army Corps of Engineers
Action Plan	The work plan that includes all of the projects and key initiatives that Midpen pursues.
ADA	Americans with Disabilities Act
Adopted Budget	The adopted budget is Midpen’s annual fiscal plan, which is approved by the board of directors. The adopted budget establishes the legal authority for the expenditure of funds, as created by the appropriation resolution. The adopted budget includes all reserves, transfers, allocations, supplemental appropriations and other legally authorized legislative and executive changes.
AGM	Assistant General Manager
Americans with Disabilities Act	The ADA is a civil rights law that prohibits discrimination against individuals with disabilities in all areas of public life, including all public and private places that are open to the general public.
Annual Report	Comprehensive Annual Financial Report
AO	Administrative Office (Midpen headquarters)
AP	Accounts Payable
Appropriation	A legal authorization granted by the board of directors to make expenditures and to incur obligations for specific purposes. An appropriation usually is limited in amount and to the time in which it may be expended.
Audit	An official examination and verification of accounts and records, especially of financial accounts.
Balanced Budget	A budget in which expenses do not exceed revenues. Specifically, resources, including estimated revenue and other sources such as bond proceeds, transfers in and approved fund balances/net assets, meet or exceed uses, including appropriations and transfers out.
Basis of Accounting	Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Government-wide financial statements are prepared using the modified accrual basis of accounting. Budgets are developed using the cash-basis of accounting.
BCR	Bear Creek Redwoods (Preserve)
Bond	A fixed income instrument that represents a loan made by an investor to a borrower.
Budget	The plan of expenditures and revenues for a specific period of time.
Budget Categories	Midpen’s budget is divided into five budget categories: Salaries and Benefits, Services and Supplies, Land and Associated Costs, Capital and Fixed Assets (non-land purchases), and Debt Service.
California Environmental Quality Act	California law (California Public Resources Code section 21000 et seq.) that requires development projects to submit documentation of their potential environmental impact.

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

TERM	DESCRIPTION
Enterprise Resource Planning	An ERP management information system integrates areas such as purchasing, finance, and human resources.
Environmental DNA	DNA that is collected from a variety of environmental samples such as soil, seawater, or even air rather than directly sampled from an individual organism. This method allows for biomonitoring without requiring collection of the living organism, creating the ability to study organisms that are invasive, elusive, or endangered without introducing anthropogenic stress on the organism.
ERP	Enterprise Resource Planning
ESRI	GIS software
Fiscal Year	A 12-month period to which the annual operating budget applies and at the end of which Midpen determines its financial position and the results of its operations. Midpen's fiscal year is from July 1 through June 30 and is shown as FY22 to indicate fiscal year ending June 30, 2022.
Fixed Assets	Land and other long-lived assets, such as buildings, improvements, vehicles/equipment, with a value greater than the capitalization amount, stated in the Midpen's Capital Asset and Inventory Control Policy. In 2009 the policy was updated to capitalize vehicles/equipment with a cost exceeding \$25,000, and improvements/infrastructure with a cost exceeding \$100,000.
FOSM	The Financial and Organizational Sustainability Model is a comprehensive report that provides Midpen with recommendation on strengthening organizational capacity to fulfill its mission of land preservation, natural resource protection, and public access and education.
FTE	Full Time Equivalent
Full-Time Equivalent	Measure of dedicated staff. One FTE is equivalent to 2080 hours of work per year. Some positions are part-time and are budgeted based on hours that are then converted to a full-time equivalent of a position.
Fund	Midpen's accounts are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures. Governmental resources are allocated to, and accounted for, in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.
Fund Balance	Fund balance is the difference between governmental fund assets and fund liabilities.
Funds	Different revenue sources used for specific purposed dependent on the type of Midpen activity.
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
General Fund	Midpen's main governmental operating fund. The General Fund is primarily used to fund personnel costs, routine operational and maintenance expenses, and debt service.
General Obligation Bond	GO Bond is a local governmental debt issue that is secured by a broad government pledge to use its tax revenues to repay the bond holders.

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

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





Russian Ridge Open Space Preserve by Emily Debner



Midpeninsula Regional Open Space District

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CONSUMER WASTE PAPER

RESOLUTION NO. 21-XX

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
MIDPENINSULA REGIONAL OPEN SPACE DISTRICT
APPROVING THE POSITION CLASSIFICATION AND COMPENSATION PLAN FOR
FISCAL YEAR 2021-22**

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

SECTION ONE. Approve the Position Classification and Compensation Plan for Fiscal Year 2021-22 as set forth in Exhibit A attached hereto.

* * * * *

PASSED AND ADOPTED by the Board of Directors of the Midpeninsula Regional Open Space District on _____, 2021, at a Regular Meeting thereof, by the following vote:

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

ATTEST:

APPROVED:

Secretary
Board of Directors

President
Board of Directors

APPROVED AS TO FORM:

General Counsel

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

District Clerk

Midpeninsula Regional Open Space District - CLASSIFICATION & COMPENSATION PLAN

Fiscal Year 2021/2022 - Effective July 1, 2021 (Pay Period 21-14)

Last revised: 06/09/2021, 05/12/2021, 04/28/2021, 01/13/2021, 6/24/2020, 11/13/19, 6/26/2019, 3/27/2019, 2/27/2019, 12/12/2018

Classification Title	Step Range #	Hourly Range \$		Monthly Range \$		Annual Range \$		Full/Part Time
		Minimum	Maximum	Minimum	Maximum	Minimum	Maximum	
Intern	6	21.9638	27.4232	3,807	4,753	45,685	57,040	PT
Seasonal Open Space Technician	6	21.9638	27.4232	3,807	4,753	45,685	57,040	PT
Seasonal Ranger Aide	6	21.9638	27.4232	3,807	4,753	45,685	57,040	PT
Seasonal Ranger	16	28.0347	35.0009	4,859	6,067	58,312	72,802	PT
Administrative Assistant	20	30.9095	38.5816	5,358	6,687	64,292	80,250	FT
Farm Maintenance Worker	20	30.9095	38.5816	5,358	6,687	64,292	80,250	FT
Open Space Technician*	20	30.9095	38.5816	5,358	6,687	64,292	80,250	FT
Accounting Technician	22	32.4414	40.5108	5,623	7,022	67,478	84,262	FT
Human Resources Technician	22	32.4414	40.5108	5,623	7,022	67,478	84,262	FT
Information Technology Technician I	22	32.4414	40.5108	5,623	7,022	67,478	84,262	FT
GIS Technician	23	33.2609	41.5320	5,765	7,199	69,183	86,387	FT
Facilities Maintenance Specialist	24	34.0616	42.5469	5,904	7,375	70,848	88,498	FT
Lead Open Space Technician*	24	34.0616	42.5469	5,904	7,375	70,848	88,498	FT
Risk Management Coordinator	24	34.0616	42.5469	5,904	7,375	70,848	88,498	FT
Senior Administrative Assistant	24	34.0616	42.5469	5,904	7,375	70,848	88,498	FT
Visitor Services Program Coordinator	25	34.9190	43.6061	6,053	7,558	72,632	90,701	FT
Volunteer Program Lead	25	34.9190	43.6061	6,053	7,558	72,632	90,701	FT
Ranger	26	35.7637	44.6652	6,199	7,742	74,388	92,904	FT
Senior Finance & Accounting Technician	26	35.7637	44.6652	6,199	7,742	74,388	92,904	FT
Executive Assistant	27	36.6588	45.7874	6,354	7,936	76,250	95,238	FT
Information Technology Technician II	27	36.6588	45.7874	6,354	7,936	76,250	95,238	FT
Public Affairs Specialist I	27	36.6588	45.7874	6,354	7,936	76,250	95,238	FT
Equipment Mechanic/Operator	28	37.5604	46.8968	6,510	8,129	78,126	97,545	FT
Lead Ranger	28	37.5604	46.8968	6,510	8,129	78,126	97,545	FT
Property Management Specialist I	28	37.5604	46.8968	6,510	8,129	78,126	97,545	FT
Real Property Specialist I	28	37.5604	46.8968	6,510	8,129	78,126	97,545	FT
Executive Assistant/Deputy District Clerk	29	38.4998	48.0695	6,673	8,332	80,080	99,985	FT
Executive Assistant/Legal Secretary	29	38.4998	48.0695	6,673	8,332	80,080	99,985	FT
Planner I	29	38.4998	48.0695	6,673	8,332	80,080	99,985	FT
Data Analyst I	30	39.4391	49.2483	6,836	8,536	82,033	102,436	FT
Resource Management Specialist I	30	39.4391	49.2483	6,836	8,536	82,033	102,436	FT
Accountant	31	40.4226	50.4713	7,007	8,748	84,079	104,980	FT
Capital Project Manager II	31	40.4226	50.4713	7,007	8,748	84,079	104,980	FT
Environmental Education Specialist	31	40.4226	50.4713	7,007	8,748	84,079	104,980	FT
Interpretive Specialist	31	40.4226	50.4713	7,007	8,748	84,079	104,980	FT
Management Analyst I	31	40.4226	50.4713	7,007	8,748	84,079	104,980	FT
Planner II	31	40.4226	50.4713	7,007	8,748	84,079	104,980	FT
Data Analyst II	34	43.4737	54.2980	7,535	9,412	90,425	112,940	FT
Resource Management Specialist II	34	43.4737	54.2980	7,535	9,412	90,425	112,940	FT
Grants Program Manager	35	44.5580	55.6472	7,723	9,646	92,681	115,746	FT
Interpretation & Education Program Manager	35	44.5580	55.6472	7,723	9,646	92,681	115,746	FT
Maintenance, Construction & Resource Supv.	35	44.5580	55.6472	7,723	9,646	92,681	115,746	FT
Management Analyst II	35	44.5580	55.6472	7,723	9,646	92,681	115,746	FT
Procurement & Contracting Agent/Specialist	35	44.5580	55.6472	7,723	9,646	92,681	115,746	FT
Property Management Specialist II	35	44.5580	55.6472	7,723	9,646	92,681	115,746	FT
Real Property Specialist II	35	44.5580	55.6472	7,723	9,646	92,681	115,746	FT
Supervising Ranger	35	44.5580	55.6472	7,723	9,646	92,681	115,746	FT
Training & Safety Specialist	35	44.5580	55.6472	7,723	9,646	92,681	115,746	FT
Volunteer Program Manager	35	44.5580	55.6472	7,723	9,646	92,681	115,746	FT
Applications Engineer	36	45.6550	57.0089	7,914	9,882	94,962	118,579	FT
Public Affairs Specialist II	36	45.6550	57.0089	7,914	9,882	94,962	118,579	FT
Data Administrator	38	47.9308	59.8709	8,308	10,378	99,696	124,531	FT

Classification Title	Step Range #	Hourly Range \$		Monthly Range \$		Annual Range \$		Full/Part Time
		Minimum	Maximum	Minimum	Maximum	Minimum	Maximum	
Field Resource Specialist	38	47.9308	59.8709	8,308	10,378	99,696	124,531	FT
Governmental Affairs Specialist	38	47.9308	59.8709	8,308	10,378	99,696	124,531	FT
Senior Technologist	38	47.9308	59.8709	8,308	10,378	99,696	124,531	FT
Capital Project Manager III	39	49.1286	61.3461	8,516	10,633	102,187	127,600	FT
Facilities Maintenance Supervisor	39	49.1286	61.3461	8,516	10,633	102,187	127,600	FT
Planner III	39	49.1286	61.3461	8,516	10,633	102,187	127,600	FT
Public Affairs Specialist III	39	49.1286	61.3461	8,516	10,633	102,187	127,600	FT
Resource Management Specialist III	39	49.1286	61.3461	8,516	10,633	102,187	127,600	FT
Special Projects Manager	40	50.3327	62.8528	8,724	10,894	104,692	130,734	FT
Senior Accountant	41	51.5810	64.4289	8,941	11,168	107,288	134,012	FT
Senior Management Analyst	41	51.5810	64.4289	8,941	11,168	107,288	134,012	FT
Capital Projects Field Manager	42	52.8418	65.9923	9,159	11,439	109,911	137,264	FT
District Clerk/Assistant to General Manager	43	54.1656	67.6503	9,389	11,726	112,664	140,713	FT
GIS Program Administrator	43	54.1656	67.6503	9,389	11,726	112,664	140,713	FT
Human Resources Supervisor	43	54.1656	67.6503	9,389	11,726	112,664	140,713	FT
Information Technology Program Administrator	43	54.1656	67.6503	9,389	11,726	112,664	140,713	FT
Senior Capital Project Manager	43	54.1656	67.6503	9,389	11,726	112,664	140,713	FT
Senior Planner	43	54.1656	67.6503	9,389	11,726	112,664	140,713	FT
Senior Property Management Specialist	43	54.1656	67.6503	9,389	11,726	112,664	140,713	FT
Senior Real Property Specialist	43	54.1656	67.6503	9,389	11,726	112,664	140,713	FT
Senior Resource Management Specialist	43	54.1656	67.6503	9,389	11,726	112,664	140,713	FT
Area Superintendent	44	55.4895	69.2956	9,618	12,011	115,418	144,135	FT
Area Manager	45	56.8764	71.0230	9,859	12,311	118,303	147,728	FT
Budget & Analysis Manager	48	61.1759	76.4005	10,604	13,243	127,246	158,913	FT
Finance Manager	48	61.1759	76.4005	10,604	13,243	127,246	158,913	FT
Human Resources Manager	48	61.1759	76.4005	10,604	13,243	127,246	158,913	FT
Information Systems & Technology Manager	48	61.1759	76.4005	10,604	13,243	127,246	158,913	FT
Engineering & Construction Manager	51	65.8347	82.2256	11,411	14,252	136,936	171,029	FT
Land & Facilities Services Manager	51	65.8347	82.2256	11,411	14,252	136,936	171,029	FT
Natural Resources Manager	51	65.8347	82.2256	11,411	14,252	136,936	171,029	FT
Operations Manager	51	65.8347	82.2256	11,411	14,252	136,936	171,029	FT
Planning Manager	51	65.8347	82.2256	11,411	14,252	136,936	171,029	FT
Public Affairs Manager	51	65.8347	82.2256	11,411	14,252	136,936	171,029	FT
Real Property Manager	51	65.8347	82.2256	11,411	14,252	136,936	171,029	FT
Visitor Services Manager	51	65.8347	82.2256	11,411	14,252	136,936	171,029	FT
Assistant General Counsel I	53	69.1255	86.3359	11,982	14,965	143,781	179,579	FT
Assistant General Counsel II	55	72.5865	90.6543	12,582	15,713	150,980	188,561	FT
Assistant General Manager	59	80.0317	99.9467	13,872	17,324	166,466	207,889	FT
Chief Financial Officer/Director Administrative Services	59	80.0317	99.9467	13,872	17,324	166,466	207,889	FT

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

Board Appointee Group Compensation	Hourly	Monthly	Annual	Effective	Last Revised
General Manager	\$118.9904	\$20,625	\$247,500	7/1/2019	11/13/2019
Controller - <i>Part-time position</i>	\$90.1481	\$3,906	\$46,877	7/1/2019	11/13/2019
General Counsel	\$108.4135	\$18,792	\$225,500	7/1/2019	11/13/2019
Elected Officials Compensation	Per Meeting	Monthly Maximum	Effective Date		
Board Director	\$105.00	\$630.00	1/13/2021		

The District's Personnel Policies and Procedures provide that the compensation for an employee's temporary out-of-class / Acting Assignment shall be at least 5% but not more than 10% more than her/his current salary. Pursuant to Government Code 20480, out of class appointments shall not exceed a total of 960 hours in each fiscal year.



Midpeninsula Regional
Open Space District

ACTION PLAN AND BUDGET COMMITTEE

May 4, 2021

The Board of Directors conducted this meeting in accordance with California Governor Newsom's Executive Order N-29-20. All Board members and staff participated via teleconference.

DRAFT MINUTES

ROLL CALL

Director Cyr called the meeting to order at 1:00 p.m.

Members Present: Jed Cyr, Larry Hassett, and Yoriko Kishimoto

Members Absent: None

Staff Present: General Manager Ana Ruiz, General Counsel Hilary Stevenson, Chief Financial Officer Stefan Jaskulak, Assistant General Manager Brian Malone, Assistant General Manager Susanna Chan, Controller Mike Foster, District Clerk/Assistant to the General Manager Jennifer Woodworth, Budget & Analysis Manager Rafaela Duran, Natural Resources Manager Kirk Lenington, Visitor Services Manager Matt Anderson, Planning Manager Jane Mark, Land & Facilities Manager Brandon Stewart, Engineering & Construction Manager Jay Lin, Information Systems & Technology Manager Casey Hiatt, Public Affairs Manager Kori Skinner, Real Property Manager Mike Williams, Budget Analyst I Lupe Hernandez, and Budget Analyst I Elissa Martinez

ADOPTION OF AGENDA

Motion: Director Hassett moved, and Director Kishimoto seconded the motion to adopt the agenda.

ROLL CALL VOTE: 3-0-0

ORAL COMMUNICATIONS

District Clerk Jennifer Woodworth reported no public comments have been submitted.

COMMITTEE BUSINESS

1. Approve the April 29, 2021 Action Plan & Budget Committee Minutes

Item 1 was heard after Item 2.

Motion: Director Hassett moved, and Director Kishimoto seconded the motion to approve the April 29, 2021 Action Plan and Budget Committee minutes.

ROLL CALL VOTE: 3-0-0

2. Continued Discussion of Proposed Fiscal Year 2021-22 Budget and Action Plan Overview (R-21-57)

Chief Financial Officer/Director of Administrative Services Stefan Jaskulak provided an overview of changes to the proposed FY2021-22 budget based on updated expenditure information and additional information regarding restricted funds in the general fund.

Assistant General Manager Susanna Chan reviewed projects included in the Public Access, Education, and Outreach program, including numerous regional trails, such as the Purisima-to-the-Sea Trail, Alpine Road Regional Trail, and Highway 17 trail crossing; Districtwide ADA barrier removal; and expanding public access at District preserves, such as at La Honda Creek, Bear Creek Redwoods, and Windy Hill Preserves.

Director Kishimoto requested and received an update regarding use of the Driscoll Event Center parking lot for hiker use, which was recently opened by permit.

Director Hassett requested and received an update regarding implementation of short-term measures to support public access, which were suggested by the La Honda Public Access Working Group.

Assistant General Manager Brian Malone described projects included in the Assets and Organizational Support Program. Projects include agricultural workforce housing at the La Honda Creek Open Space Preserve, property management for residential, office, and other building sites, and improvements to business systems and administrative processes.

Director Hassett requested an update regarding the Skyline Field Office remodel project and spoke in support of making necessary facility updates.

Mr. Malone reported the permit requirements for the driveway improvements and water storage requirements raised the project costs back in 2008/09, and the project was subsequently removed at that time from the action plan. In lieu of a major expansion, Mr. Malone described updates and small improvements to the facility, which have since been made.

Directors Hassett and Cyr spoke in favor of a live staff member answering District phones.

Mr. Jaskulak provided additional information regarding the District's phone system, which allows callers to reach individual staff members directly or speak with the front desk staff member.

Director Kishimoto requested additional information regarding projects supporting the District's diversity, equity, and inclusion (DEI) initiatives.

Public Affairs Manager Kori Skinner reported many aspects of the 50th anniversary celebration will include activities supporting DEI initiatives, and DEI components are also included in many of the District's other projects, such as for the grants program. The District also has internal staff teams working on DEI initiatives.

Director Kishimoto suggested including information highlighting DEI initiatives and projects in the budget book.

Director Kishimoto requested that when the Measure AA projects are prioritized again that a status update on current progress also be included.

Mr. Malone reported staff has typically brought the prioritization criteria to the Board for approval.

Director Kishimoto asked that the Board be able to provide more input into the prioritized list.

Public comments opened at 2:38 p.m.

Ms. Woodworth reported no public comments were received for this item.

Public comments closed at 2:38 p.m.

Motion: Director Kishimoto moved, and Director Hassett seconded the motion to recommend Board adoption of the Fiscal Year 2021-22 Budget and Action Plan.

Director Hassett requested adding a project to the Budget and Action Plan to update the Skyline Field Office.

Ms. Ruiz stated additional information is needed to understand staff deployment to support current and future District preserves. This information and recommendations are being developed as part of the Coastal Management Plan that is underway. Once that information is gathered, potential projects scopes to update or expand field offices can be identified and resource loaded for Board consideration. Findings from the Coastal Management Plan are expected to be ready for Board review by late 2021.

ROLL CALL VOTE: 3-0-0

ADJOURNMENT

Director Cyr adjourned the meeting of the Action Plan and Budget Committee of the Midpeninsula Regional Open Space District at 2:45 p.m.

Jennifer Woodworth, MMC
District Clerk