



Midpeninsula Regional  
Open Space District

R-22-67  
Meeting 22-15  
June 8, 2022

## AGENDA ITEM 9

### AGENDA ITEM

Fiscal Year 2022-23 Budget and Capital Improvement and Action Plan

#### GENERAL MANAGER'S RECOMMENDATION

1. Adopt a Resolution approving the Fiscal Year 2022-23 (FY23) Budget and Capital Improvement and Action Plan.
2. Adopt a Resolution approving the Classification and Compensation Plan for Fiscal Year 2022-23.

#### SUMMARY

The Proposed Fiscal Year 2022-23 (FY23) budget totals \$84 million, reflecting an overall decrease of 6% from the FY22 adopted budget, a year-over-year reduction that is primarily driven by the near completion of the Administrative Office project. The proposed FY23 budget and accompanying Capital Improvement and Action Plan (CIAP) support the Board-approved FY23 Strategic Plan Goals and Objectives and related priorities. The FY23 CIAP is comprised of 95 Capital Projects and 16 Supporting Projects. Although the Board adopts the budget and CIAP on a yearly basis, this year, the Budget Book includes a multi-year CIAP (FY23-25) listing projects for the upcoming three years to explain what projects (and phases of projects) the District plans to pursue in the near term.

The proposed budget includes an expansion of the District's internship program (from 6 internships in the current FY22 to 8 internships proposed in FY23) and a net increase of eight regular positions. These additional positions add capacity in project and program delivery to meet increasing needs brought on by the District's growing acreage, facilities, and visitation, particularly within the coastside, as well as further leverage outside grant funding and advance the District's Diversity, Equity, and Inclusion goals. The proposed position recommendations are consistent with the staffing projections identified in the 2015 Financial and Operational Sustainability Model (FOSM). The General Fund Operating budget is increasing by 2% mainly due to the proposed new positions combined with annual salary step increases and inflationary increases in benefit costs.

#### DISCUSSION

##### Annual Budget

The proposed Midpeninsula Regional Open Space District (District) FY23 budget is balanced, with estimated revenue of \$74.5 million and \$9.8 million in other funding sources totaling \$84.3 million. Annual property taxes are estimated at \$67.9 million, which makes up 91% of total

revenues. When aggregating all available funding sources, property taxes account for 80% of total funding, with bond reimbursements at 9%, grants at 4%, other income at 4% and other funding sources at 3%.

Annual property taxes are estimated at \$67.9 million for FY23. Estimated property tax revenues are up by \$3.8 million when compared to the current fiscal year amended (\$64.1 million in FY22). The growth in property taxes is primarily driven by a continued strong real estate market combined with a 2% inflation factor applied to the base of property values. When compared to the current fiscal year estimate, total revenues of \$74.5 million are up by \$3.6 million, or 5% from the amended \$71 million FY22 projection, due to growing property taxes and increased interest income. Other funding sources consist primarily of internal fund transfers (such as funding for non-Measure AA capital projects and funding for the General Fund debt service payments). Measure AA Bonds also serve as a significant funding source for qualified capital projects. A \$5.4 million commitment for infrastructure transfer is proposed to fund future facility needs, including a future full service coastal field office.

Expenditures proposed in the FY23 budget total \$84 million. Capital expenditures account for 20% of the budget, with salaries and benefits making up 36%, annual debt service at 29%, services and supplies at 15%, and Hawthorns fund expenditures at less than one percent. Attachment 1 includes a Resolution approving the FY23 Budget and Capital Improvement and Action Plan; see Exhibit A for the FY23 Budget Book. For additional details, please see the May 25, 2022, Board report *Budget and Action Plan Review* (R-22-58). Per Board direction, staff will return as part of an upcoming FY23 quarterly review to increase the Financial and Operational Sustainability Model (FOSM) Update and Rancho San Antonio Multimodal Access – Implementation project budgets based on updated cost proposals and project needs (note: a quarterly adjustment is the most efficient way to adjust the budget for these two projects at this time).

#### Capital Improvement and Action Plan

On December 9, 2021, the Board of Directors (Board) held its annual retreat to review the environmental scan prepared by staff and to adjust the Midpeninsula Regional Open Space District's (District) Strategic Goals for Fiscal Year 2022-23 (FY23). Following the adjustments of the Strategic Goals, the Board of Directors held a second retreat on March 3, 2022 to establish the priorities for inclusion into the FY23 Budget and Action Plan.

The priorities established by the Board for FY23 fall within the following four programs:

1. Land Acquisition and Preservation
2. Natural Resources Protection and Restoration
3. Public Access, Education and Outreach
4. Assets and Organizational Support

The proposed FY23 Capital Improvement and Action Plan (CIAP) reflects Board priorities as confirmed at the March 3, 2022 Board Priority Setting Retreat and is comprised of 95 Key Projects and 16 Supporting Projects.

#### Classification & Compensation Plan

The updated Classification and Compensation Plan (CCP) includes a 3% salary adjustment for classifications under the Field Employee's Association and Office, Supervisory, and Management Employees. This increase conforms with Section 7.1.2 of the Memorandum of

Understanding between the District and the Field Employees Association. The updated CCP and Resolution to approve the changes is attached to this report as Attachment 2.

## FISCAL IMPACT

Final adoption of the Proposed FY23 Budget and Action Plan by the Board would authorize spending of \$49,595,713 from the General Fund (funds 10 and 40), \$37,200 from the Hawthorns Fund (fund 20), \$10,407,114 from the Measure AA Fund (fund 30), and \$23,943,488 from Debt Service (fund 50) to accomplish the District's work plan for the next fiscal year.

The proposed FY23 Budget and CIAP has been reviewed by the Controller and entered into the 30-year fiscal model. The proposed budget is confirmed to be within the parameters and expectations of the 30-year fiscal model. The following table provides an overview of the FY23 budget for all District funds.

FY23 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
<b>Revenue</b>						
Property Tax Revenues	\$62,404,000				\$5,496,000	\$67,900,000
Grants Awarded	668,294		2,764,399			3,432,693
Interest Income	681,000	20,000	311,000		31,000	1,043,000
Rental Income	1,357,783					1,357,783
Rental Income (5050 El Camino Real)	250,000					250,000
Rancho San Antonio Agreement	402,544					402,544
Miscellaneous	100,000					100,000
<b>Total Revenues</b>	<b>65,863,621</b>	<b>20,000</b>	<b>3,075,399</b>	<b>0</b>	<b>5,527,000</b>	<b>74,486,020</b>
<b>Other Funding Sources</b>						
Bond Reimbursements			7,331,715			7,331,715
Hawthorns Funds		17,200				17,200
Assigned Fund Balance Transfers						0
Committed for Infrastructure Transfer	(5,400,000)					(5,400,000)
Committed for Future Acquisitions & Capital Projects						0
Committed for Capital Maintenance						0
Committed for Parity Bonds (Series B)					6,360,000	6,360,000
Committed for Promissory Note					1,500,000	1,500,000
General Fund Transfers	(17,710,575)			6,930,600	10,779,975	0
<b>Total Other Funding Sources</b>	<b>(23,110,575)</b>	<b>17,200</b>	<b>7,331,715</b>	<b>6,930,600</b>	<b>18,639,975</b>	<b>9,808,915</b>
<b>Grand Total: Revenues &amp; Other Funding Sources</b>	<b>42,753,046</b>	<b>37,200</b>	<b>10,407,114</b>	<b>6,930,600</b>	<b>24,166,975</b>	<b>84,294,935</b>
<b>Expenses</b>						
Operating	39,031,112	37,200				39,068,312
Labor Reimbursement	(496,989)					(496,989)
Capital & Projects	4,130,990		10,407,114	6,930,600		21,468,704
Debt Service (General Fund Debt)					18,639,975	18,639,975

Debt Service (Measure AA Debt)					5,303,513	5,303,513
<b>Total Expenses</b>	<b>\$42,665,113</b>	<b>\$37,200</b>	<b>\$10,407,114</b>	<b>\$6,930,600</b>	<b>\$23,943,488</b>	<b>\$83,983,515</b>
<b>Change in Fund Balance</b>	<b>\$87,933</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$223,487</b>	<b>\$311,420</b>

## BOARD AND COMMITTEE REVIEW

- **December 9, 2021:** Board adoption of the FY23 Strategic Plan Goals and Objectives ([R-21-165](#), [minutes](#))
- **March 3, 2022:** Board review and affirmation of the FY23-FY25 Capital Improvement and Action Plan ([R-22-30](#), [minutes](#))
- **April 28, 2022:** Overview of the Proposed Fiscal Year 2022-23 Budget and Action Plan ([R-22-56](#), [minutes](#))
- **May 3, 2022:** Continuation of the Overview of the Proposed Fiscal Year 2022-23 Budget and Action Plan ([R-22-56](#), draft minutes (Attachment 3))
- **May 25, 2022:** Overview of the Proposed Fiscal Year 2022-23 Budget and Action Plan ([R-22-58](#), [draft 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 FY23 Budget would be in effect beginning July 1, 2022. Projects included in the FY23 CIAP would be implemented according to the scope outlined in the Budget Book.

Attachments:

1. Resolution Approving the FY23 Budget and Action Plan
2. Resolution Approving the Position Classification and Compensation Plan for Fiscal Year 2022-23
3. Draft Budget and Action Plan meeting minutes for May 3, 2022

Responsible Department Manager / Contact person:

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

**RESOLUTION NO. 23-\_\_**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT ADOPTING THE BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2023 AND THE CAPITAL IMPROVEMENT AND ACTION PLAN 2023-2025**

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**WHEREAS**, the Board of Directors of the Midpeninsula Regional Open Space District (Board) desires to establish a Budget for the Fiscal Year Ending June 30, 2023, attached hereto as Exhibit A – FY23 Budget and Action Plan; and

**WHEREAS**, the Board 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, attached hereto as 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, 2023 (FY23), a complete copy of which is attached hereto as Exhibit A, summarized as follows:

<b>DISTRICT BUDGET BY FUND</b>	<b>FY23 PROPOSED BUDGET</b>
Fund 10 – General Fund Operating	\$42,665,113
Fund 20 – Hawthorns	\$37,200
Fund 30 – MAA Capital	\$10,407,114
Fund 40 – General Fund Capital	\$6,930,600
Fund 50 – Debt Service	\$23,943,488
<b>TOTAL</b>	<b>\$83,983,515</b>

**SECTION TWO.** Adopt the proposed Capital Improvement and Action Plan 2023-2025.

**SECTION THREE.** The projects scheduled for implementation for the Fiscal Year Ending June 30, 2023 shall be included in the Capital and Operating Budget of the District’s Proposed Budget for Fiscal Year 2022-23.

**SECTION FOUR.** The following transfer is approved and the General Manager or designee is authorized to implement said transfer during the Fiscal Year Ending June 30, 2023: \$5,400,000 from the General Fund Unassigned Fund Balance to the Committed for Infrastructure Transfer.

**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 \_\_\_\_\_, 2022 at a regular meeting thereof, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

**ATTEST:**

**APPROVED:**

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Karen Holman, Secretary  
Board of Directors

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Zoe Kersteen-Tucker, President  
Board of Directors

**APPROVED AS TO FORM:**

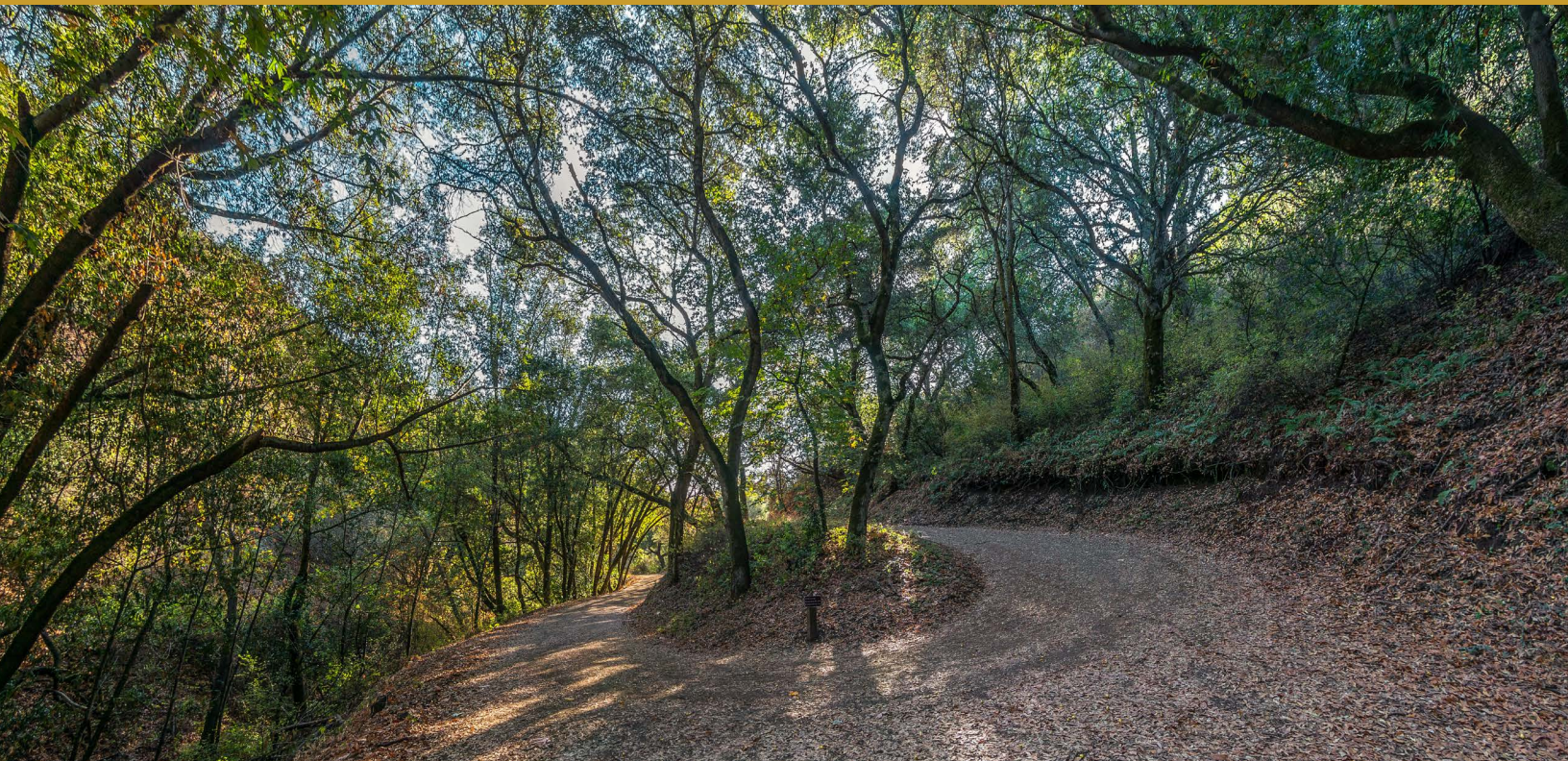
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Hilary Stevenson, General Counsel

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.

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District Clerk



# Budget and Action Plan

FISCAL YEAR ENDING JUNE 30, 2023

ADOPTED JUNE X, 2022





Picchetti Ranch Open Space Preserve (Karl Gohl)

#### FRONT COVER PHOTO CREDITS

Top: Rancho San Antonio Open Space Preserve (Karl Gohl)

Lower left: Stevens Creek Shoreline Nature Area (Joan Sparks)


Lower middle: Fremont Older Open Space Preserve by (Esperanza Sanz)

Lower right: Thornewood Open Space Preserve by (Marcia Hakanson)





# Table of Contents

Click on the table of contents below to jump to that page. You can also click on the table of contents icon  at the bottom of every page to jump back to this table of contents.

## **4 SECTION 1: INTRODUCTION**

4	General Manager's Transmittal
6	Board of Directors and Management
7	Organizational Chart
8	Strategic Plan Goals and Objectives
10	Regional Map
11	About Us
12	Demographics
14	Board Resolution

## **17 SECTION 2: BUDGET SUMMARY AND OVERVIEW**

18	Budget Summary and Overview
20	Revenues
22	Expenditures
26	Staffing
32	Hawthorns Fund
33	Measure AA Projects
35	Vision Plan
37	Debt Service
41	Grants Program
41	Fund Balance
43	Long-Range Financial Planning
44	Delivering on the Mission
44	Climate Action Plan
45	Diversity, Equity, and Inclusion
47	Budget Process
49	Financial Policies

## **51 SECTION 3: CAPITAL IMPROVEMENT AND ACTION PLAN**

52	Capital Improvement and Action Plan Overview
59	Land Acquisition and Preservation
76	Natural Resource Protection and Restoration
125	Public Access, Education and Outreach
164	Assets and Organizational Support

## **189 SECTION 4: DEPARTMENT SUMMARIES**

191	Departments Overview
192	Administrative Services Business Line
196	Engineering and Construction
200	Office of the General Counsel
202	Office of the General Manager
204	Land and Facilities Services
208	Natural Resources
212	Planning
216	Public Affairs
218	Real Property
222	Visitor Services

## **226 VISION PLAN ACTIONS OVERVIEW**

## **228 GLOSSARY**

# General Manager's Transmittal

Dear Board of Directors and Midpen Constituents,

As we continue to celebrate our 50th Anniversary, I am pleased to present Midpeninsula Regional Open Space District's fiscal year 2023 (FY23) Budget and Action Plan that connects where we are today with our long-term vision for the future.

Our operations have largely returned to pre-pandemic normal and Midpen office staff have successfully transitioned to a hybrid remote work model. While supply chain disruptions and delays remain, and costs have escalated significantly in all areas, our adaptable and resilient staff remains committed to the mission of preserving significant open space and agricultural lands, protecting nature and restoring biodiversity, creating wildlife corridors, building climate resilience, and encouraging community connections to the outdoors.

For FY23, our priorities include the potential purchase of Cloverdale Ranch and expanding our presence on the San Mateo County Coastside by finalizing the purchases of the Johnston Ranch Uplands and South Cowell properties near Half Moon Bay. We are also updating and consolidating our Agricultural Policy and making investments in our conservation grazing infrastructure, which reduces fire fuels and supports the biodiversity of native plants and local wildlife.

Our natural resources restoration and remediation work continues, highlighted by an ongoing partnership with the Amah Mutsun Tribal Band on a native plant garden; an ethnobotany inventory with local tribal partners; our restoration forestry demonstration project at La Honda Creek Open Space Preserve; a drought resiliency plan; several water supply/habitat enhancement projects; and continued oversight of the Lehigh Quarry activities adjacent to Rancho San Antonio County Park and Open Space Preserve.

Because we rely on science to inform our land management decisions, we are adding to the regional knowledge base with ongoing wildlife research (mountain lions, newts, Santa Cruz Kangaroo rats and aquatic species) and landscape-level vegetation mapping.

As the pandemic demonstrated, access to nature is essential to our health and well-being. We recently celebrated our 250th mile of publicly accessible trails and have 28 new or continuing public access, education and outreach projects, including trail projects to expand ecologically sensitive access at La Honda Creek, Bear Creek Redwoods, Windy Hill, Long Ridge, Monte Bello and Sierra Azul. We are also pursuing regional trail connections like Alpine Trail in Coal Creek Open Space Preserve, the Bay Area Ridge Trail-Highway 17 trail crossing and will be completing feasibility studies for the Purisima-to-the-Sea Trail. In addition, we are improving easy-access trails at Skyline Ridge Open Space Preserve as we undertake our fourth year of removing barriers as part of our ADA Self-Assessment and Transition Plan. And are studying viable multimodal options for popular preserves and implementing near-term ideas to reduce parking demands and promote greener modes of travel.

Our FY23 budget includes a recommended staff increase of eight regular positions and also separately numerous limited-term interns to help further deliver on the mission and add capacity in project and program delivery to support Midpen's growing open space acreage, public access facilities, and visitation levels, particularly along the coast, and to further leverage outside grants funding and advance Midpen's Diversity, Equity, and Inclusion goals.

Compared to most city and county government agencies, Midpen's operating budget accounts for a much lower percentage of the total budget (51%), reflecting the organization's focus on project delivery. Capital projects and land acquisition account for 20% of the budget and debt service totals 29%. Total revenues and other funding sources are projected at \$84.3 million, which include property tax revenues at \$67.9 million, bond reimbursements at \$7.3 million and other funding sources at \$9.1 million, balancing a budget of \$84 million in expenses.

Finally, we will be closing out the second half of our 50th anniversary celebratory year through the end of December with public events and activities commemorating the landmark support of voters in creating this unique single-purpose special district in 1972. We invite you to join us in these celebrations and to take as many opportunities as possible to head out to your public open space lands to rejuvenate and rejoice.



Respectfully submitted,

/s/Ana María Ruiz

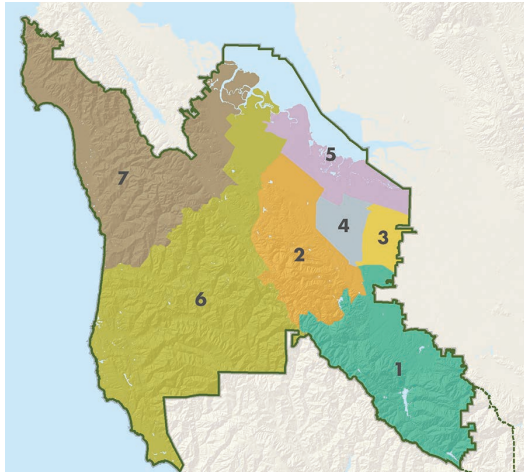
**Ana María Ruiz**

General Manager



El Corte de Madera Creek Open Space Preserve (Sandra Martin)

# Board of Directors and Management



District Wards (Effective November 8, 2022)



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

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

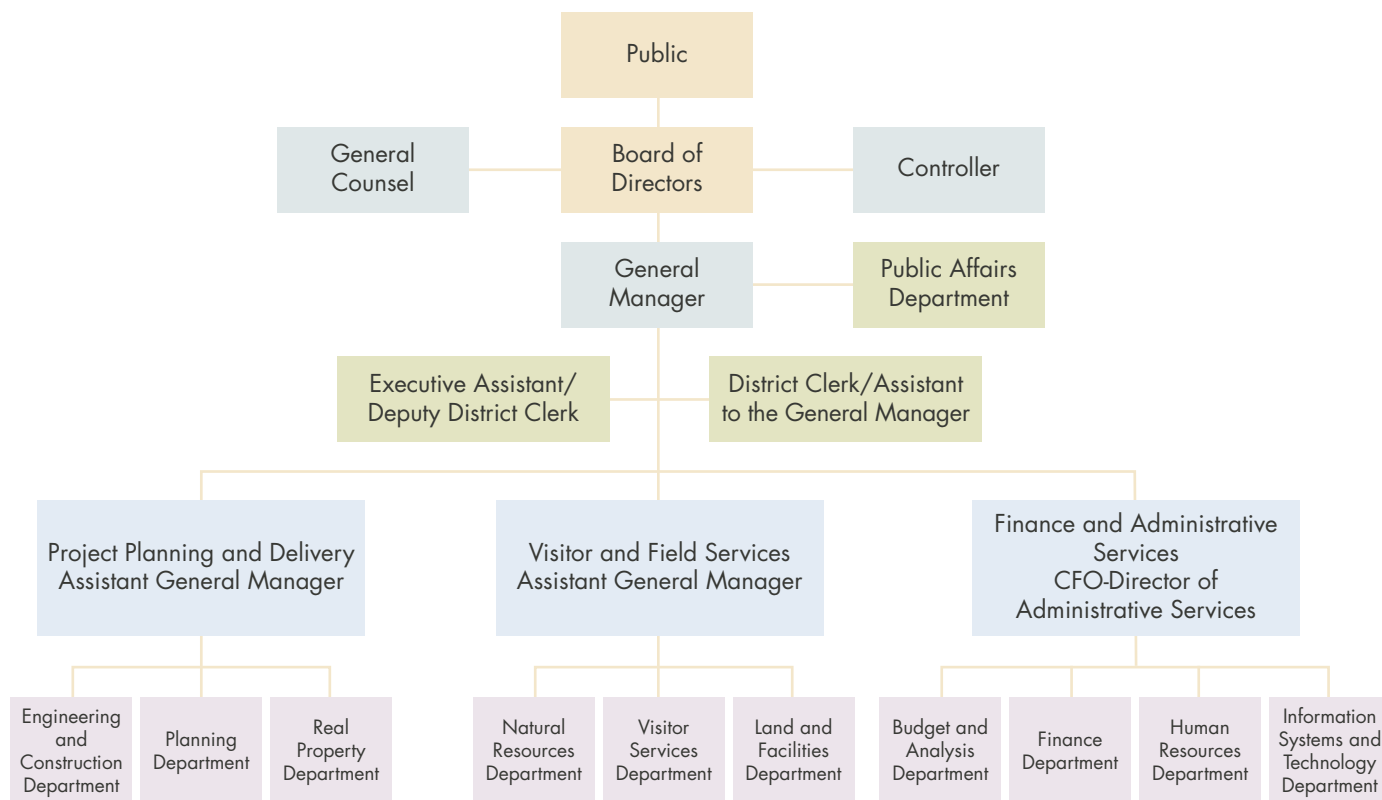
Hilary Stevenson–General Counsel’s Office

Andrew Taylor–Finance

Mike Williams–Real Property

Jennifer Woodworth–District Clerk

## Organizational Chart



# FY23 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 FY23 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**

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

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

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

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

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

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

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

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

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**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

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

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

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**Objective 1** – Engage the public in realizing the benefits and responsibilities of a regional environmental protection vision to further the District’s achievements in protecting open space and agricultural lands

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**Objective 2** – Implement diversity, equity, and inclusion (DEI) strategies to build and strengthen partnerships, increase broad and inclusive public outreach and engagement, and instill DEI values across all levels of the organization

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**Objective 3** – Expand opportunities, including multimodal options, to equitably connect people to their public open space preserves in balance with the protection of natural resources

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

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

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

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**Objective 2** – Update the financial and operational sustainability model to guide operational growth and areas of focus to effectively and efficiently deliver Vision Plan projects and priority initiatives

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**Objective 3** – Maintain a state of readiness for potential disruptions and leverage new resiliency practices and procedures to improve business operations, public participation, and communications

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

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**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

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

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Based on the Board-approved FY23 Strategic Plan Goals and Objectives, staff prepared the FY23, FY24 and FY25 Three-Year Capital Improvement and Action Plan, or CIAP, (included in Section 3) for Board approval. Below is a summary of CIAP budget allocations by Strategic Plan goal and objective. Some objectives are not directly related to a CIAP project and instead are captured in department's operational activities.

### Three-Year CIAP by Primary Goal and Objective

CIAP Summary by Primary Goal & Objective	FY23	FY24	FY25	Three-Year Total
Goal 1, Objective 1	\$82,239	\$0	\$0	\$82,239
Goal 1, Objective 2	1,587,203	2,667,558	3,611,039	7,865,800
Goal 1, Objective 3*	0	0	0	0
Goal 1, Objective 4	746,147	995,119	964,500	2,705,766
<b>Goal 1 Total</b>	<b>2,415,589</b>	<b>3,662,677</b>	<b>4,575,539</b>	<b>10,653,805</b>
Goal 2, Objective 1	705,551	836,400	1,136,400	2,678,351
Goal 2, Objective 2	3,584,279	3,959,980	3,689,618	11,233,877
Goal 2, Objective 3*	0	0	0	0
Goal 2, Objective 4	1,421,000	1,605,880	1,424,800	4,451,680
Goal 2, Objective 5	334,250	247,000	175,500	756,750
<b>Goal 2 Total</b>	<b>6,045,080</b>	<b>6,649,260</b>	<b>6,426,318</b>	<b>19,120,658</b>
Goal 3, Objective 1*	0	0	0	0
Goal 3, Objective 2	564,083	195,000	125,000	884,083
Goal 3, Objective 3	7,521,698	6,563,063	1,887,718	15,972,479
Goal 3, Objective 4*	0	0	0	0
<b>Goal 3 Total</b>	<b>8,085,781</b>	<b>6,758,063</b>	<b>2,012,718</b>	<b>16,856,562</b>
Goal 4, Objective 1	3,250,100	1,190,000	817,000	5,257,100
Goal 4, Objective 2	30,000	0	0	30,000
Goal 4, Objective 3*	0	0	0	0
Goal 4, Objective 4*	0	0	0	0
Goal 4, Objective 5	1,642,154	1,818,000	630,000	4,090,154
Goal 4, Objective 6*	0	0	0	0
<b>Goal 4 Total</b>	<b>4,922,254</b>	<b>3,008,000</b>	<b>1,447,000</b>	<b>9,377,254</b>
<b>Total CIAP</b>	<b>\$21,468,704</b>	<b>\$20,078,000</b>	<b>\$14,461,575</b>	<b>\$56,008,279</b>

### Three-Year CIAP by Secondary Goal and Objective

CIAP Summary by Secondary Goal & Objective	FY23	FY24	FY25	Three-Year Total
Goal 1, Objective 1	\$0	\$0	\$0	\$0
Goal 1, Objective 2	294,000	50,000	0	344,000
Goal 1, Objective 3	25,000	30,000	20,000	75,000
Goal 1, Objective 4	13,000	198,969	197,718	409,687
<b>Goal 1 Total</b>	<b>332,000</b>	<b>278,969</b>	<b>217,718</b>	<b>828,687</b>
Goal 2, Objective 1	193,000	18,000	18,000	229,000
Goal 2, Objective 2	309,642	109,111	0	418,753
Goal 2, Objective 3	1,138,224	1,887,079	2,524,405	5,549,708
Goal 2, Objective 4	259,000	385,000	520,000	1,164,000
Goal 2, Objective 5	1,102,958	1,087,736	530,747	2,721,441
<b>Goal 2 Total</b>	<b>3,002,824</b>	<b>3,486,926</b>	<b>3,593,152</b>	<b>10,082,902</b>
Goal 3, Objective 1	174,151	20,000	50,000	244,151
Goal 3, Objective 2	2,162,600	1,681,000	1,318,500	5,162,100
Goal 3, Objective 3	1,585,135	2,569,316	3,334,010	7,488,461
Goal 3, Objective 4	50,000	50,000	50,000	150,000
<b>Goal 3 Total</b>	<b>3,971,886</b>	<b>4,320,316</b>	<b>4,752,510</b>	<b>13,044,712</b>
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	7,667,698	6,260,094	499,500	14,427,292
Goal 4, Objective 6	0	0	0	0
<b>Goal 4 Total</b>	<b>7,667,698</b>	<b>6,260,094</b>	<b>499,500</b>	<b>14,427,292</b>
<b>Total CIAP</b>	<b>\$14,974,408</b>	<b>\$14,346,305</b>	<b>\$9,062,880</b>	<b>\$38,383,593</b>

\*These Goals/Objectives are not directly associated with a CIAP project and instead are reflected in core programs or functions within departmental operational activities—refer to department pages for list of core programs and functions.

## 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, 365 days a year, 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 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 Coastsides 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: 5050 El Camino Real, Los Altos, CA.

### STAFFING

The staff currently includes over 190 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](https://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 <sup>1</sup>	Personal Income <sup>2</sup> (in millions)	Per Capita Personal Income <sup>2</sup>	Median Age <sup>3</sup>	School Enrollment <sup>4</sup>	County Unemployment Rate <sup>5</sup>
2012	1,834,926	\$ 122,259	\$66,535	36.6	270,109	9.0%
2013	1,863,975	130,624	70,151	36.7	273,701	7.6%
2014	1,887,079	141,874	74,883	37.0	276,175	6.1%
2015	1,911,670	158,729	82,756	37.2	276,689	4.6%
2016	1,928,438	170,673	88,920	37.0	274,948	4.0%
2017	1,937,008	190,002	98,032	37.1	273,264	3.5%
2018	1,943,579	209,020	107,877	37.2	271,400	2.9%
2019	1,944,733	223,625	115,997	37.4	267,224	2.6%
2020	1,945,166	*	*	*	263,449	10.7%
2021	1,934,171	*	*	*	253,625	5.2%

### County of San Mateo

Calendar Year	Population <sup>1</sup>	Personal Income <sup>2</sup> (in millions)	Per Capita Personal Income <sup>2</sup>	Median Age <sup>3</sup>	School Enrollment <sup>4</sup>	County Unemployment Rate <sup>5</sup>
2012	737,002	\$ 64,765	\$ 87,523	39.6	93,674	7.0%
2013	747,550	65,656	87,501	39.3	93,931	5.7%
2014	754,234	71,027	93,802	39.4	94,567	4.2%
2015	761,621	78,525	102,639	39.8	95,187	3.3%
2016	767,099	82,681	107,670	39.5	95,502	3.3%
2017	769,401	90,766	118,047	39.9	95,620	2.9%
2018	770,927	98,568	128,230	39.9	95,103	2.5%
2019	771,160	102,803	134,107	39.9	94,234	2.2%
2020	771,061	*	*	*	93,554	10.8%
2021	765,245	*	*	*	90,315	5.0%

\*Information not available

#### Data Sources

<sup>1</sup>State of California Department of Finance – <https://dof.ca.gov/Forecasting/Demographics/Estimates/e-4-population-estimates-for-cities-counties-and-the-state-2011-2020-with-2010-census-benchmark-new/>

<sup>2</sup>U.S. Department of Commerce Bureau of Economic Analysis

<sup>3</sup>U.S. Census Bureau, American Community Survey

<sup>4</sup>State of California Department of Education

<sup>5</sup>State of California Employment Development Department, Labor Market Division

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

## Principal Employers Most Current Year and Nine Years Ago

### County of Santa Clara

Employer	2021			2012		
	Number of Employees <sup>1</sup>	Rank	Percentage of Total Employment	Number of Employees <sup>2</sup>	Rank	Percentage of Total Employment
Apple Computer, Inc.	25,000	1	2.60%	12,000	3	1.43%
Google LLC	25,000	2	2.60%	7,000	8	*
County of Santa Clara	20,638	3	2.15%	15,219	2	1.82%
Stanford University	15,314	4	1.59%	10,223	4	1.22%
Stanford Health Care	14,574	5	1.52%	5,813	9	1.01%
Tesla Motors Inc.	13,000	6	1.35%	*		*
Cisco Systems Inc.	12,740	7	1.32%	17,419	1	2.08%
Kaiser Permanente Northern California	12,442	8	1.29%	8,435	5	1.01%
City of San Jose	7,641	9	0.79%	5,400	10	0.65%
Intel Corporation	7,143	10	0.74%	7,001	7	0.84%
Lockheed Martin Space Systems Co.	*		*	7,383	6	0.88%
<b>Total</b>	<b>153,492</b>		<b>15.95%</b>	<b>95,893</b>		<b>10.94%</b>

### County of San Mateo<sup>3</sup>

Employer	2021			2012		
	Number of Employees	Rank	Percentage of Total Employment	Number of Employees	Rank	Percentage of Total Employment
Facebook, Inc.	17,000	1	4.14%	*		*
Genentech Inc.	12,000	2	2.93%	8,800	2	2.37%
United Airlines	7,894	3	1.92%	9,000	1	2.43%
Oracle Corp.	7,656	4	1.87%	7,000	3	1.89%
County of San Mateo	5,683	5	1.39%	5,836	4	1.57%
Gilead Sciences, Inc.	4,190	6	1.02%	2,147	10	0.58%
YouTube	2,384	7	0.58%	*		*
Sony Interactive Entertainment	1,855	8	0.45%	*		*
Robert Half International, Inc.	1,642	9	0.40%	*		*
Alaska Airlines	1,591	10	0.39%	*		*
Kaiser Permanente				3,927	5	1.06%
Visa, Inc.				3,708	6	1.00%
Dignity Health				2,832	7	0.76%
Mills-Peninsula Health Services				2,500	8	0.67%
Safeway, Inc.				2,250	9	0.61%
<b>Total</b>	<b>61,895</b>		<b>15.09%</b>	<b>48,000</b>		<b>12.94%</b>

\*Information not available

#### Data Sources

<sup>1</sup>Silicon Valley Business Journal, July 9-15, 2021

<sup>2</sup>County of Santa Clara Finance Department. FY2011-12 CAFR

<sup>3</sup>San Francisco Business Times—2021 Book of Lists and California Employment Development Department

<sup>4</sup>Latest information available for principal employers in the County of San Mateo

# Resolution No. 22-XX

## RESOLUTION NO. 21-18

### 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

for the Exhibit **To be replaced by this year’s Resolutions.** District and hereto as

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
<b>TOTAL</b>	<b>\$89,640,552</b>

**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 June 9, 2021 at a regular meeting thereof, by the following vote:

**AYES: CYR, HASSETT, HOLMAN, KERSTEEN-TUCKER, KISHIMOTO, RIFFLE, SIEMENS**

**NOES: NONE**

**ABSTAIN: NONE**

**ABSENT: NONE**

**ATTEST:**

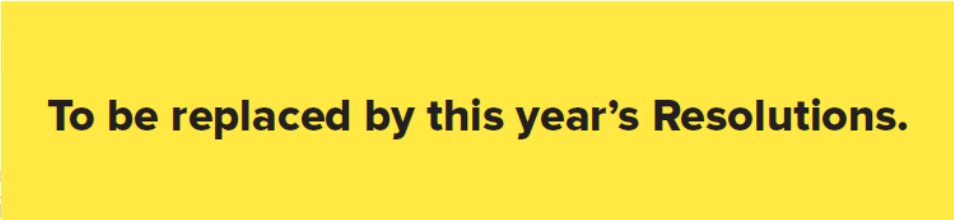
**APPROVED:**

/s/ Larry Hassett  
Larry Hassett, Secretary  
Board of Directors

/s/ Curt Riffle  
Curt Riffle, President  
Board of Directors

**APPROVED AS TO FORM:**

/s/ Hilary Ste  
Hilary Ste



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that the a  
of the M  
held and called on the above day.

certify  
irectors  
of duly

/s/ Jennifer Woodworth  
Jennifer Woodworth, District Clerk



The Government Finance Officers Association (GFOA) of the United States and Canada presented a Distinguished Budget Presentation Award to Midpeninsula Regional Open Space District for its annual FY22 budget. 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 FY23 budget continues to conform to program requirements and we are submitting it to GFOA to determine its eligibility for an award.



# Section 2

## Budget Summary and Overview



Fremont Older Open Space Preserve (Elaina Kyrrouz)



# Budget Summary and Overview

The Midpeninsula Regional Open Space District's (Midpen) Proposed FY23 Budget reflects Midpen's priorities established by the Board of Directors (Board) in December 2021 as part of its annual Strategic Plan update. Based upon these priorities, staff prepared the FY23, FY24 and FY25 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 the Budget Summary and Overview (Section 2) and Department Summaries (Section 4).

## FY23 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 Measure AA (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 (51%), reflecting the organization's focus on project delivery. Capital projects and land acquisition account for 20% of the budget and debt service totals 29%.



The following table breaks out the revenue and expenses by fund. Each fund has either a balanced budget for FY23 or a positive change in fund balance. Once adopted, appropriations are made for all funds at the fund level.

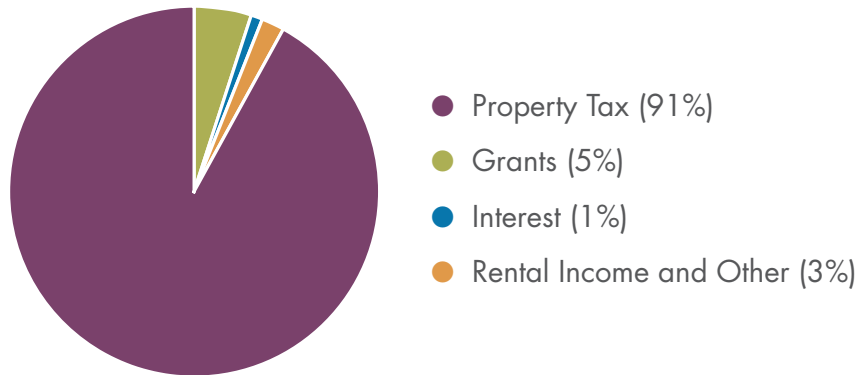
### FY23 Budget by Fund

FY23 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
<b>Revenue</b>						
Property Tax Revenues	\$62,404,000				\$5,496,000	\$67,900,000
Grants (Awarded)	668,294		2,764,399			3,432,693
Interest Income	681,000	20,000	311,000		31,000	1,043,000
Rental Income	1,357,783					1,357,783
Rental Income (5050 El Camino Real)	250,000					250,000
Rancho San Antonio Agreement	402,544					402,544
Miscellaneous	100,000					100,000
<b>Total Revenues</b>	<b>65,863,621</b>	<b>20,000</b>	<b>3,075,399</b>	<b>0</b>	<b>5,527,000</b>	<b>74,486,020</b>
<b>Other Funding Sources</b>						
Bond Reimbursements			7,331,715			7,331,715
Hawthorns Funds		17,200				17,200
Assigned Fund Balance Transfers						0
Committed for Infrastructure Transfer	(5,400,000)					(5,400,000)
Committed for Future Acquisitions & Capital Projects						0
Committed for Capital Maintenance						0
Committed for Parity Bonds (Series B)					6,360,000	6,360,000
Committed for Promissory Note					1,500,000	1,500,000
General Fund Transfers	(17,710,575)			6,930,600	10,779,975	0
<b>Total Other Funding Sources</b>	<b>(23,110,575)</b>	<b>17,200</b>	<b>7,331,715</b>	<b>6,930,600</b>	<b>18,639,975</b>	<b>9,808,915</b>
<b>Grand Total: Revenues &amp; Other Funding Sources</b>	<b>42,753,046</b>	<b>37,200</b>	<b>10,407,114</b>	<b>6,930,600</b>	<b>24,166,975</b>	<b>84,294,935</b>
<b>Expenses</b>						
Operating	39,031,112	37,200				39,068,312
Labor Reimbursement	(496,989)					(496,989)
Capital & Projects	4,130,990		10,407,114	6,930,600		21,468,704
Debt Service (General Fund Debt)					18,639,975	18,639,975
Debt Service (Measure AA Debt)					5,303,513	5,303,513
<b>Total Expenses</b>	<b>\$42,665,113</b>	<b>\$37,200</b>	<b>\$10,407,114</b>	<b>\$6,930,600</b>	<b>\$23,943,488</b>	<b>\$83,983,515</b>
<b>Change in Fund Balance</b>	<b>\$87,933</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$223,487</b>	<b>\$311,420</b>

## Revenues

Midpen's FY23 revenue estimate totals \$74.5 million with the vast majority, 91% or \$67.9 million, coming from property tax receipts. This represents an increase of 6% from the prior year and reflects the continued robust real estate market in the San Francisco Bay Area despite the COVID-19 pandemic. Grant revenue, for secured grants, is projected to decrease by \$1 million based on projected reimbursement requests, all of which excludes new grant applications. Interest income is projected to increase by \$0.3 million, and rental income and other is projected to increase by \$0.4 million because rental income will again be collected from 5050 El Camino now that the new Administrative Office building is complete. The chart below provides a breakdown of projected FY23 revenue by source.

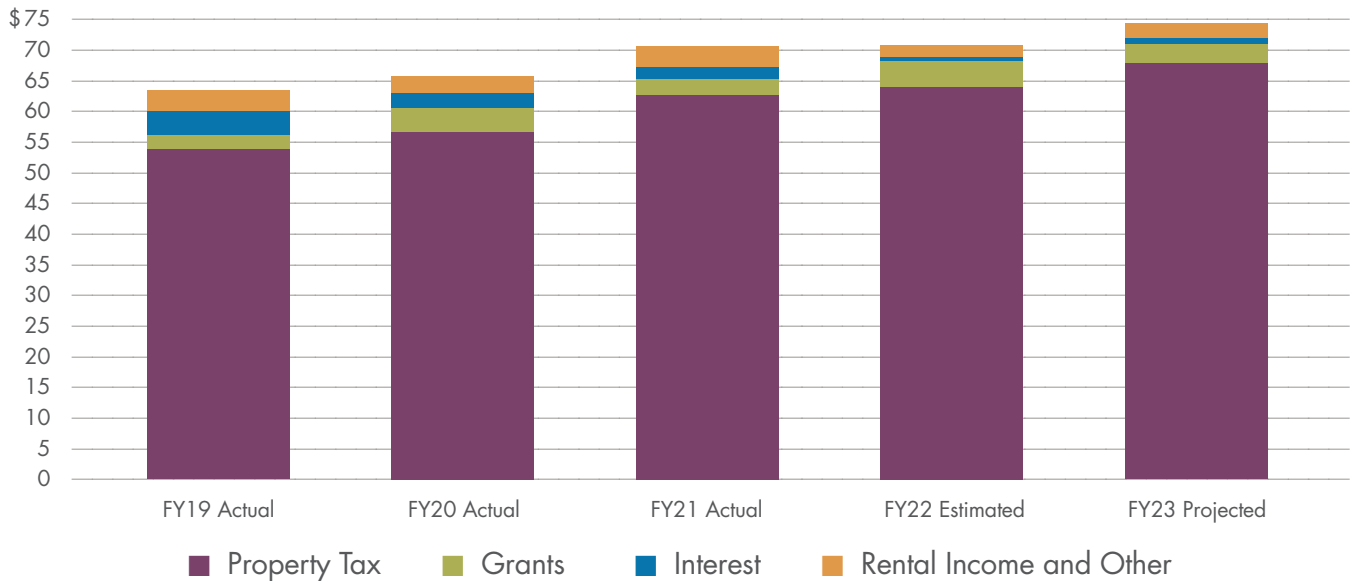
### FY23 Revenue by Source



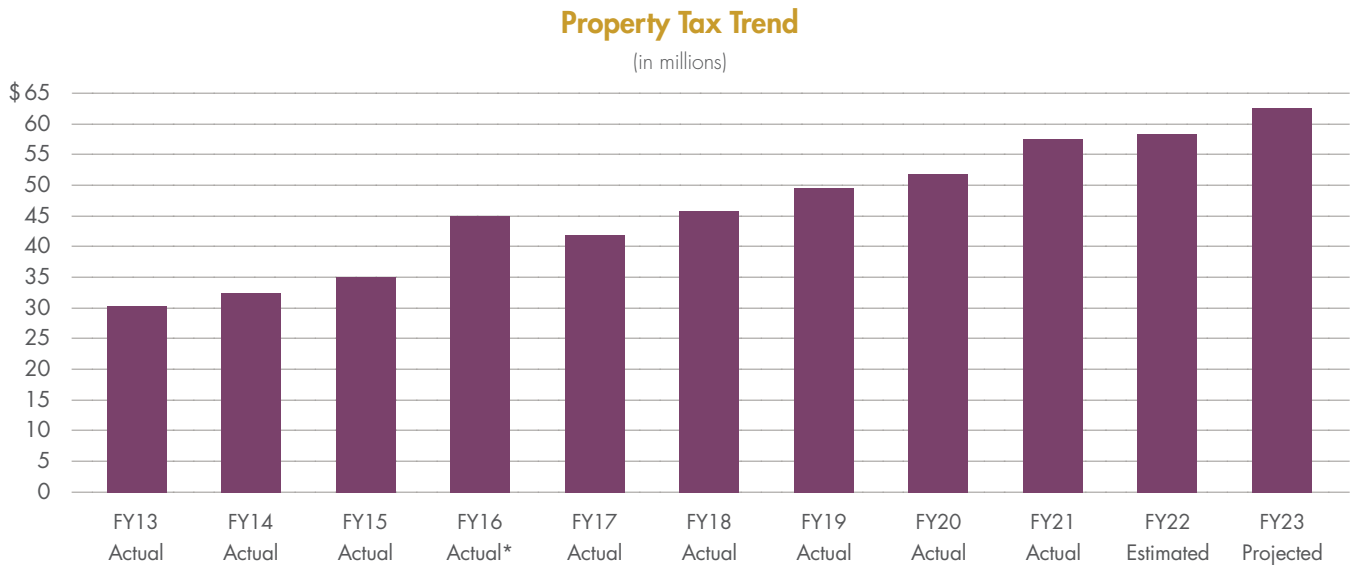
	Property Tax	Grants	Interest	Rental Income and Other	Total
Amount	\$67,900,000	\$3,432,693	\$1,043,000	\$2,110,327	\$74,486,020
Percent	91%	5%	1%	3%	100%

### 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. Additionally, the maximum allowed inflation adjustment factor of 2% is applied to the base value of eligible properties. Correspondingly, property tax revenues are projected to have a healthy growth rate of 6% from FY22 to FY23 and 4% 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.

### 2019-2023 General Fund Tax Revenue

	Actual FY19	Actual FY20	Actual FY21	Budget FY22	Estimated FY22	Budget FY23	% Increase*
<b>Santa Clara County</b>							
Current Secured	\$29,505,000	\$31,381,565	\$33,817,054	\$34,877,836	\$36,000,000	\$38,664,000	7.4%
Current Unsecured	2,113,000	2,064,710	2,179,811	2,106,507	2,140,000	2,140,000	0.0%
<b>Total Santa Clara County</b>	<b>31,618,000</b>	<b>33,446,275</b>	<b>35,996,866</b>	<b>36,984,343</b>	<b>38,140,000</b>	<b>40,804,000</b>	<b>7.0%</b>
<b>San Mateo County</b>							
Current Secured	13,868,000	14,369,471	15,836,224	16,803,074	17,100,000	18,297,000	7.0%
Current Unsecured	628,000	646,610	1,319,653	611,800	531,000	542,000	2.1%
<b>Total San Mateo County</b>	<b>14,496,000</b>	<b>15,016,082</b>	<b>17,155,876</b>	<b>17,414,874</b>	<b>17,631,000</b>	<b>18,839,000</b>	<b>6.9%</b>
Supplement + HOPT	1,870,000	2,211,617	2,944,895	1,569,766	1,350,000	1,350,000	0.0%
Redevelopment	1,698,000	1,381,765	1,012,815	1,809,594	1,370,000	1,411,000	3.0%
<b>Total Tax Revenue</b>	<b>\$49,682,000</b>	<b>\$52,055,738</b>	<b>\$57,110,452</b>	<b>\$57,778,577</b>	<b>\$58,491,000</b>	<b>\$62,404,000</b>	<b>6.7%</b>

\*Percentage increase compares Budget FY22 to Estimated FY21.

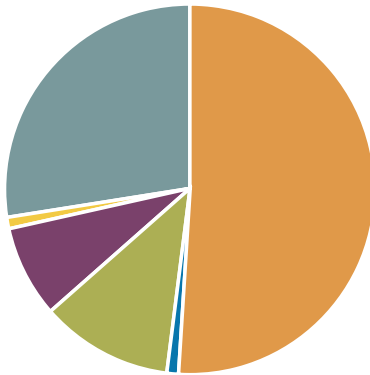
## Expenditures

Midpen's FY23 budget totals \$84 million, reflecting an overall decrease from the FY22 adopted budget now that the Administrative Office project is nearly complete. Also included is the addition of eight net regular full-time positions and a separate allocation of limited-term interns to expand capacity in project and program delivery and continue the organizational build-out outlined in the 2015 Financial and Operational Sustainability Model (FOSM). The net total budget decrease is 6% as compared to the FY22 adopted budget.

The following table and chart provide a summary of the FY23 budget by fund.

Midpen Budget By Funding Source	FY21 Actuals	FY22 Adopted Budget	FY223 Proposed Annual Budget	\$ Change From FY22 Adopted Budget	% Change From FY22 Adopted Budget
Fund 10–General Fund Operating	\$33,667,718	\$42,032,905	\$42,665,113	\$632,208	2%
Fund 20–Hawthorns	23,186	124,500	37,200	(87,300)	-70%
Fund 30–MAA Land/Capital	12,406,218	8,078,139	10,407,114	2,328,975	29%
Fund 40–General Fund Land/Capital	2,276,237	7,191,637	6,784,600	(407,037)	-6%
Fund 50–Debt Service	16,640,925	16,044,888	23,943,488	7,898,600	49%
<b>Subtotal Midpen Budget</b>	<b>65,014,284</b>	<b>73,472,069</b>	<b>83,837,515</b>	<b>10,365,446</b>	<b>14%</b>
Fund 40–General Fund Land/Capital One Time Expenses	10,000,603	16,168,483	146,000	(16,022,483)	-99%
<b>Total Midpen Budget</b>	<b>\$75,014,887</b>	<b>\$89,640,552</b>	<b>\$83,983,515</b>	<b>(\$5,657,037)</b>	<b>-6%</b>

### FY23 Budget By Source

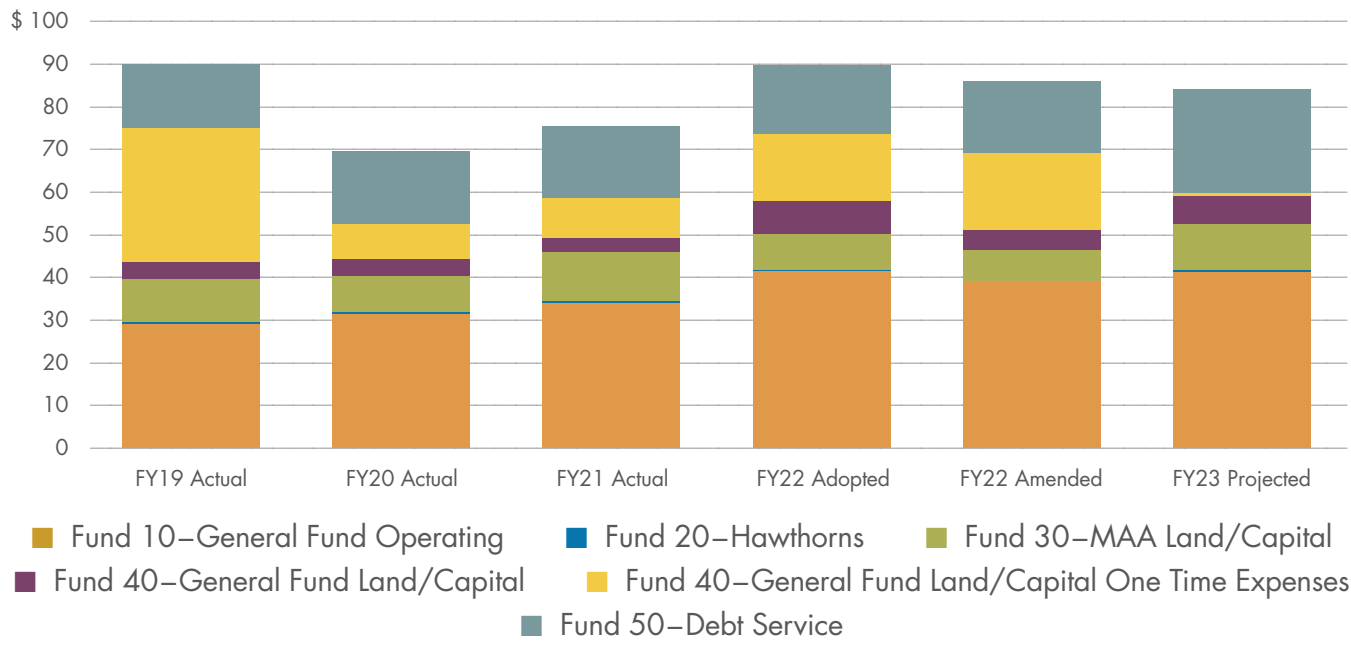


- Fund 10–General Fund Operating (51%)
- Fund 20–Hawthorns (<1%)
- Fund 30–MAA Land/Capital (12%)
- Fund 40–General Fund Land/Capital (8%)
- Fund 40–General Fund Land/Capital One Time Expenses (<1%)
- Fund 50–Debt Service (29%)

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 budget increase of 2%, or \$0.6 million, includes Salaries and Benefits as well as Services and Supplies. Net Salaries and Benefits represent \$1.8 million of the Fund 10 increase; this is due to the newly proposed positions, the annualized cost of new positions that were added in FY22 (a total of 4 FTEs), and annual salary step and benefit increases.

Services and Supplies decreased by \$1.2 million. This reflects an increased effort to budget more in line with past spending trends, as well as wrapping up the final 6 months of Midpen’s 50th Anniversary activities and no longer carrying funds for the satellite Administrative Office rents and leases (three total) following the move into the new Midpen-owned Administrative Office building. Although the overall budget for Services and Supplies is decreasing, there are no reductions in services; the budget was carefully reviewed to reduce budgets that are typically underspent.

### FUND 20 – HAWTHORNS

The Hawthorns fund includes funding for fuel reduction and fire clearance work, as well as pest control work to prevent deterioration of historic resources. Potential major work on the historical structures is awaiting Board direction as Midpen completes structural assessments for each building to inform disposition options and costs. Findings are expected to return to the Board in late 2022, at which time the Board may be ready to make long-term use and management decisions for each structure. These decisions will generate future implementation projects with budgets that will be added to this or future fiscal year workplans.



## FUND 30 – MEASURE AA LAND/CAPITAL

The Measure AA (MAA) Capital Fund increase of 29%, or \$2.3 million, in projected annual expenses reflects that many of the MAA projects are proceeding into construction, incurring higher costs during the construction phase. In total, the proposed CIAP includes 25 MAA projects, many of which are scheduled to be under construction, notably, Bear Creek Redwoods Phase II Trail Improvements, Alpine Road Regional Trail in Coal Creek, and Bear Creek Stables Repairs.

Additional projects include the conservation of important coastal agricultural and watershed lands, the Highway 17 Wildlife and Trail Crossing project, completion of the Alma College Cultural Landscape Rehabilitation project, Restoration Forestry Demonstration, La Honda Creek White Barn Structural Rehabilitation, Paulin Culvert/Bridge Improvements, and development of the Hawthorns Area Plan.

## FUND 40 – GENERAL FUND LAND/CAPITAL

The General Fund Capital budget is decreasing by \$16.4 million compared to the FY22 adopted budget. The FY22 General Fund Capital included 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. The project is nearing completion, with only final invoices expected in FY23. Midpen has been prudently setting aside funding since 2014 and reserving rental revenues through January 2021 to offset costs for this one-time expenditure.

If the expenses for the Administrative Office Project in FY22 are excluded, the FY23 General Fund Capital is decreasing from the FY22 adopted budget by \$0.4 million. A total of 12 projects in Fund 40 are in support of MAA, of which five of them will become MAA eligible (and budgets/expenditures shifted to Fund 30) once properties are purchased. One project is in support of a Vision Plan portfolio. Other projects 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 sites to a natural condition.

## FUND 50 – DEBT SERVICE

The Debt Service Fund for FY23 increased by approximately \$7.9 million from FY22, or 49%. In FY23, a large debt service payment of \$6.4 million will be made to retire the remaining balance of the 2017 Parity Bonds (Series B) upon the 5-year call date in December. This is being paid by the proceeds from the sale of the 330 Distel Circle building (the former main Administrative Office site).

## EXPENDITURE SUMMARY

For FY23, operating expenses are expected to increase at a moderate rate; the inclusion of eight net regular full-time positions and budgeting for nine limited-term positions and interns (two more than the prior year) 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 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 FY23 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.

## FY23 Budget by Fund and Expenditure Type

Midpen Budget by Expenditure Category	FY21 Actuals	FY22 Adopted Budget	FY23 Proposed Budget	\$ Change From FY22 Adopted Budget	% Change From FY22 Adopted Budget
Salaries and Benefits	\$25,389,444	\$29,166,039	\$30,815,915	\$1,649,876	6%
Less: MAA Reimbursable Staff Costs	(443,296)	(669,235)	(496,989)	172,246	- 26%
Net Salaries and Benefits	24,946,148	28,496,804	30,318,926	1,822,122	6%
Services and Supplies	8,721,570	13,536,101	12,346,187	(1,189,914)	- 9%
<b>Total Operating Expenditures</b>	<b>33,667,718</b>	<b>42,032,905</b>	<b>42,665,113</b>	<b>632,208</b>	<b>2%</b>
Hawthorns Operating	23,186	77,200	37,200	(40,000)	- 52%
Hawthorns Capital	0	47,300	0	(47,300)	- 100%
<b>Total Hawthorns Expenditures</b>	<b>23,186</b>	<b>124,500</b>	<b>37,200</b>	<b>(87,300)</b>	<b>- 70%</b>
Measure AA Capital (Fund 30)	4,776,192	7,953,889	10,317,114	2,363,225	30%
General Fund Capital (Fund 40)	2,194,384	6,557,637	6,273,600	(284,037)	- 4%
General Fund Capital (Fund 40)– One Time Expenses	10,000,603	16,168,483	146,000	(16,022,483)	- 99%
<b>Total Capital Expenditures</b>	<b>16,971,179</b>	<b>30,680,009</b>	<b>16,736,714</b>	<b>(13,943,295)</b>	<b>- 45%</b>
Measure AA Land and Associated Costs (Fund 30)	7,630,027	124,250	90,000	(34,250)	- 28%
General Fund Land and Associated Costs (Fund 40)	81,853	634,000	511,000	(123,000)	- 19%
<b>Total Land and Associated Costs</b>	<b>7,711,880</b>	<b>758,250</b>	<b>601,000</b>	<b>(157,250)</b>	<b>- 21%</b>
Debt Service	16,640,925	16,044,888	23,943,488	7,898,600	49%
<b>Total Debt Service (Fund 50)</b>	<b>16,640,925</b>	<b>16,044,888</b>	<b>23,943,488</b>	<b>7,898,600</b>	<b>49%</b>
<b>Total Midpen Budget</b>	<b>\$75,014,887</b>	<b>\$89,640,552</b>	<b>\$83,983,515</b>	<b>(\$5,657,037)</b>	<b>- 6%</b>

## FY23 Budget by Department

Midpen Budget by Department	FY21 Actuals	FY22 Adopted Budget	FY23 Proposed Budget	\$ Change From FY22 Adopted Budget	% Change From FY22 Adopted Budget
Administrative Services Business Line	\$6,878,541	\$8,034,942	\$8,401,683	\$366,741	5%
Engineering and Construction	4,647,560	10,467,335	11,420,286	952,951	9%
General Counsel	759,957	900,844	1,019,996	119,152	13%
General Manager	2,048,210	2,257,350	2,550,603	293,253	13%
Land and Facilities	11,169,593	13,913,278	13,832,383	(80,895)	- 1%
Natural Resources	4,487,445	6,439,871	7,245,067	805,196	13%
Planning	2,503,370	3,381,012	3,042,686	(338,326)	- 10%
Public Affairs	1,452,721	2,395,313	2,185,311	(210,002)	- 9%
Real Property	8,524,305	1,667,766	1,520,275	(147,491)	- 9%
Visitor Services	5,866,507	7,969,470	8,675,737	706,267	9%
Debt Service	16,676,075	16,044,888	23,943,488	7,898,600	49%
<b>Total Midpen Budget</b>	<b>65,014,284</b>	<b>73,472,069</b>	<b>83,837,515</b>	<b>10,365,446</b>	<b>14%</b>
One Time Expense: Fund 40 Land/Buildings	10,000,603	16,168,483	146,000	(16,022,483)	- 99%
<b>Grand Total: Midpen Budget</b>	<b>\$75,014,887</b>	<b>\$89,640,552</b>	<b>\$83,983,515</b>	<b>(\$5,657,037)</b>	<b>- 6%</b>

# Staffing

Midpen staffing for FY23 is budgeted for 191.45 Full Time Equivalents (FTE), representing a recommended increase of eight net regular full-time positions as compared to the FY22 adopted staffing level of 183.45 FTEs. The FY23 budget also includes funds for nine limited-term positions and interns (or two more than budgeted for in FY22).

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 nor the recent demands that have emerged due to climate change impacts, including the need for a robust fire resiliency program.

## ADMINISTRATIVE SERVICES BUSINESS LINE

### Diversity, Inclusion, and Equity (DEI) Program, Human Resources Management Analyst I/II (1 FTE)

This position was highlighted to the Board by the General Manager on December 9, 2021 as one of the 2021 DEI recommendations brought forth from the staff DEI team focused on staff recruitment, hiring and development. The position is part of the strategy for a more diverse workforce that will bring in expertise, new skillsets, and networks for expanding Midpen's DEI-focused outreach, recruitment, and staff training/development. They will develop and build relationships and partnerships with a wider spectrum of professional career and trade associations, academic institutions, and pipeline organizations to engage with new recruitment partners who will help Midpen broaden its reach and tap into new prospective candidates from less conventional employment pools. They will also add capacity to proactively outreach, attract, and remain in contact with qualified prospective candidates prior to issuing recruitment announcements. Moreover, the position will bring added DEI expertise to inform and expand staff training and development that is aligned with DEI goals and be a resource for the DEI staff committee, which will be pursuing new DEI strategies and implementation actions in FY23.

### Grants Program Management Analyst I/II (1 FTE)

Over the last four years, the Grants Program has demonstrated that Midpen projects are highly attractive to grant funders and can leverage significant funding contributions. However, the Grants Program has now reached its maximum limit based on current capacity. This new Management Analyst I/II position will expand Midpen's capacity to apply for and manage a new portfolio of grants, further leveraging Measure AA and General Fund funding sources. Additionally, this position would add in-house federal grant experience, enabling Midpen to secure and manage federal grants, opening up new funding sources for Midpen. The main duties would be to provide detailed review of grant funding guidelines, with emphasis on federal grants and funding programs, to ensure fit with Midpen goals and priorities and eligibility of Midpen projects and programs, as well as help staff apply for and submit grant applications and reporting requirements. They will also support the annual budget process and planning for inter-departmental coordination and resource loading and support documentation, reporting, and annual work plan development.

## LAND & FACILITIES

### Field Resource Specialist (1 FTE)

The Field Resource Specialist (FRS) position will be the second of two field positions responsible for implementing the Wildland Fire Resiliency Program and resource management activities. This position complements the FRS hired in 2021 by providing coverage across Midpen's >60,000 managed acres. One FRS will cover the Skyline/Coastal Area and the other position will cover the Foothills Area. The position will be responsible for planning, scheduling, and leading fuel reduction activities, invasive species removal, natural resource surveys, mitigation monitoring, and future prescribed burn activities. Working closely with other Midpen departments, the position will 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 will represent Midpen at public meetings and provide reports and updates of program progress to the Board of Directors, fire agencies, local governments, tribes, business groups and the public.



### Property Management Specialist I/II (1 FTE)

The Property Management Specialist I/II position will be responsible for managing the Conservation Grazing Program and agricultural leases on the coastside, soliciting Requests for Proposals for agricultural operations, negotiating leases, and ensuring that tenants follow Midpen policies, procedures, and lease requirements. This position will also be responsible for planning, scheduling, contracting out, and overseeing the repairs and construction of agricultural infrastructure projects (e.g., new well installations, fencing contracts, water lines, corrals, etc.). The position will coordinate with the Natural Resources department on invasive species removal, including brush encroachment, within grazing lands. This position will also update relevant GIS data to inventory and track agricultural infrastructure, lease areas, and grazing pastures. Hiring an additional PMS I/II position, for a total of three PMS I/II positions in the Land and Facilities Department, will allow a reorganization of responsibilities and allow one staff person to concentrate fully on managing the conservation grazing program and other coastside agricultural operations on Midpen lands and serve as the central point person for coastside agricultural tenant communications.

### Resource Lead Open Space Technician (1 FTE)

Working under the direction of the Skyline Field Resource Specialist, the Lead Open Space Technician (Lead OST) position will lead Midpen staff and local contractors in implementing projects and activities under the Wildland Fire Resiliency Program. The position will also be responsible for performing field projects and activities in support of Resource Management Program goals, including invasive weed removal, preparing monitoring reports for restoration projects, performing biomonitoring activities during field projects, and coordinating with the Volunteer Program Lead in Visitor Services to accomplish volunteer resource management projects within the Skyline and Coastal Areas. The addition of a new Lead OST will establish each geographic area (Skyline/Coastal and Foothills areas) with a Field Resource Specialist and Lead OST to expand Midpen's ability for completing a greater number of annual restoration, monitoring, and fuel reduction projects to meet natural resource management objectives.



Long Ridge Open Space Preserve (Karl Gohl)

## NATURAL RESOURCES

### Resource Management Specialist I/II – Vegetation (1 FTE)

The Resource Management Specialist I/II position in the Natural Resources Department -Vegetation Program will support wildlands fuels and vegetation management needs and field projects within the expanded coastal land holdings. Because of the high number of sensitive habitats and species that are carefully regulated throughout coastal lands, most projects and land management actions require botanical surveys and biomonitoring during field work to comply with permitting requirements from local, state and federal agencies. This position will support this work directly and through consultant contract administration. Additionally, the position will bring added capacity to lead restoration and management projects for restoring and enhancing habitats and populations of rare, threatened, and endangered plants.

## VISITOR SERVICES

### Ranger (1 FTE)

In 2019, Midpen added a Coastal Area Outpost (CAO) and assigned a supervisor and two rangers to report out of the CAO, extending Midpen's presence on the coastside; however, functionally, staffing does not allow for a clean split from the Skyline area of responsibility. Therefore, staff assigned to the CAO are still functionally attached to the Skyline Area for patrols and emergency response (i.e., there is a strong overlap of coverage, which often draws most capacity to Skyline Area preserves given the higher levels of visitation and facilities within the Skyline area as compared to the Coastal area). The recommended minimum staffing model for the coastside to have a dedicated, standalone unit is to assign a Supervising Ranger, a lead ranger and five rangers to coastal lands. A new ranger position was added in FY22 to begin establishing this separate unit. An additional ranger position will allow for the separation of the two field units to have dedicated patrol and an established presence in each area, and to build stronger bonds and relationships with neighbors, partners, and residents on the coastside.

### Ranger (Overfill, 1 FTE)

Over the last four years Midpen has recruited at least once a year for rangers and this trend is expected to continue. Filling a ranger vacancy takes 15-18 months, from recruitment to the time they are released from training when they can patrol as a solo ranger. This includes interviews, background checks, meeting the requirements of the conditional job offer, and completion of the ranger academy and Midpen field training program. Having an overfill ranger would allow Midpen to place them in a vacant position immediately. If approved, every ranger recruitment would include one FTE over hire unless the over hire position from prior recruitments remains filled. In other words, if an over hire position is filled and transferred into an FTE position, then Midpen would refill the over hire during the next round of recruitments for FTE positions. Additionally, the overfill position would allow Midpen to cover shift vacancies. Ranger staffing is based on a seven-day-a-week shift coverage with very little room to absorb unexpected vacancies or extended leaves of absence due to injury, family medical leave, or internal promotions. This position would provide relief capacity for shift shortages or vacancies.

## FOSM Projections and Staffing Growth

Business Line	FOSM Projected Growth by 2020	Positions approved through 2020	FOSM Projected Growth between 2020 to 2045	Previously approved	Recommended New FY23 Permanent Positions	Remaining FOSM Projected Positions through 2045
Planning and Project Delivery	10 to 13	10	TBD / 4	0	0	TBD / 4
Visitor and Field Services	20 to 25	29	37 to 45	3	6	28 to 36
Finance and Administrative Services	9 to 11	11	6 to 8	0	2	4 to 6
General Manager's Office	2	2	0	0	0	0
<b>Total</b>	<b>41 to 51</b>	<b>52</b>	<b>43 to 57</b>	<b>3</b>	<b>8</b>	<b>32 to 46</b>

Midpen staffing for FY23 is detailed by department in the table below.

### Regular Positions by Department

Department	FY19 Amended FTE	FY20 Adopted FTE	FY21 Amended FTE	FY22 Adopted FTE	FY23 Proposed FTE	Change from FY22 Modified
Administrative Services Business Line	25.25	26.25	26.25	27.25	29.25	2.00
Engineering and Construction	7.00	7.00	7.00	7.00	7.00	0.00
General Counsel	3.50	3.50	4.00	4.00	4.00	0.00
General Manager	8.00	8.00	8.00	8.00	8.00	0.00
Land and Facilities	56.30	57.30	57.30	59.30	62.30*	3.00
Natural Resources	10.00	11.00	11.00	11.00	12.00	1.00
Planning	11.00	11.00	11.00	11.00	11.00	0.00
Public Affairs	6.00	8.00	7.00	7.00	7.00	0.00
Real Property	5.00	5.00	5.00	5.00	5.00	0.00
Visitor Services	41.90	42.90	42.90	43.90	45.90*	2.00
<b>Total FTE</b>	<b>173.95</b>	<b>179.95</b>	<b>179.45</b>	<b>183.45</b>	<b>191.45</b>	<b>8.00</b>

\* Includes Seasonal Open Space Technicians that equate to 8.3 FTEs in Land and Facilities and 1.9 FTE Seasonal Rangers and Ranger Aides in Visitor Services. Interns and limited term positions are not included in the FOSM projections or the regular positions table. A separate table for interns and limited term positions is shown below.

### Interns and Limited Term Positions by Department

Department	FY19	FY20	FY21	FY22	FY23	Change from FY22
Administrative Services Business Line	1	1	1	0	2	2
Engineering and Construction	0	0	0	0	0	0
General Counsel	0	0	0	0	0	0
General Manager	0	0	0	0	0	0
Land and Facilities	0	0	0	0	0	0
Natural Resources	3	2	2	2	2	0
Planning	0	0	0	2	2	0
Public Affairs	2	0	0	2	3	1
Real Property	0	0	0	0	0	0
Visitor Services	0	1	1	1	0	-1
<b>Total</b>	<b>6</b>	<b>4</b>	<b>4</b>	<b>7</b>	<b>9</b>	<b>2</b>

## INTERNSHIP PROGRAM

Midpen's Internship Program is designed to provide motivated college students and recent graduates with a unique learning experience in local government. Interns can expect to work alongside and learn from seasoned Midpen employees and contribute their talents to a variety of projects. Interns have opportunities to network with fellow interns at Midpen and participate in professional development activities in San Mateo County and/or Santa Clara County.

### Natural Resources Department (two interns)

The Wildlife Biology Intern will assist with essential projects and programs like the wildlife camera program, the mountain lion collaring project, and wildlife monitoring, including purple martin monitoring at Mt. Thayer, California red-legged frog monitoring and monitoring to support capital and routine work. The intern will also assist with reviewing and preparing permits for outside researchers. Training will be provided in a variety of wildlife identification and field survey techniques as well as desktop review of wildlife imagery and data entry and management.

The Conservation Biology Intern will assist with essential projects and programs like the Conservation Grazing Program, Mitigation and Monitoring Programs, and capital improvement projects as a biological monitor. Training will be provided in a variety of natural resource identification and field survey techniques. In addition, the incumbent will assist with the Request for Qualifications and Proposals and/or Requests for Bids process as needed.

### Human Resources Department (1 intern)

The Human Resources (HR) Intern will gain valuable work experience and exposure to various HR functions and the public sector, including: recruitment, selection and retention activities; onboarding and offboarding employees; staff training, staff development and recognition; research of employee benefits; HR metrics and demographics tracking, analysis and reporting; policy research; assistance with compensation studies; data entry into the Human Resources Information System (HRIS) and employee/customer service. Interns participate in the HR functions in the lifecycle of Midpen employees and provide a myriad of HR support. The interns will receive feedback, coaching and practical experience needed to advance as a professional in Human Resources.

### Information Systems and Technology Department (1 intern)

The IST intern will be exposed to government information technology. They will gain applicable experience to prepare them for an IT Technician job. This intern will also participate in new cybersecurity projects, software integration and provide hands-on helpdesk support. In addition, they will be exposed to contracting and overall IT management processes. The move to the new administrative office required additional IT systems and assets to manage the 'smart' building, providing additional IT learning opportunities.

### Planning (two interns)

Planning interns will be trained to conduct data collection/entry and site verification and photo documentation in the field (50% - 60%), assisting Midpen Planners and GIS staff with critical projects such as the Trail Information Project and Historic Resources Library/Database. The Planning Interns will also work on a broad range of duties, responsibilities and assignments balancing field work, online research and analysis, the application of computer and Geographic Information Systems (GIS) skills, and support and public meetings to round out their exposure to Planning.

### Public Affairs (two interns)

Interns will be engaged with supporting outreach and event planning; editorial planning; digital content management; and public/media relations planning. Interns will learn and practice project management skills; strategic content creation; interviewing skills; and public engagement strategies.

The summer/fall Public Affairs interns will work on a wide variety of assignments and projects, including: research and writing for publications; creating social media posts and campaigns; creating and updating website content; drafting, proofreading and production of various informational materials; and special 50th Anniversary projects, including working directly with graphic designers.

The winter/spring Public Affairs intern will work on a wide variety of assignments and projects, including: research and writing for publications; creating social media posts and campaigns; creating and updating website content; drafting, proofreading and production of various informational materials; and supporting governmental relations projects.

## FUTURE GROWTH IN STAFFING

The 2015 FOSM initially projected growth in Midpen staffing 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 an additional 57 new positions. Since December 2014, 52 new positions have been approved by the Board, completing the first growth phase. Since June 2021, 3 new positions have been approved by the Board and 8 more are proposed now in the second growth phase (57 positions). The above recommendations, if approved by the Board, would raise the total regular new positions to 63.

Considering the magnitude of Midpen's restructuring as of 2014, it has been important to spend time working with the expanded organization to evaluate how the synergies among new capacities provide added efficiencies and expand outside revenue sources. In FY23, almost 10 years after the 2015 FOSM study, Midpen is planning to update the FOSM based on new information, commitments, programs, projects and acquisitions to provide an updated roadmap with refreshed metrics to guide future growth. Based on the FOSM update and related reforecast of Midpen's 30-year financial model, future additional positions would be submitted for Board consideration as part of new fiscal year budget approvals. Such additional position requests would remain consistent with the updated FOSM projections and the re-forecasted 30-year fiscal model to ensure long-term financial sustainability.

## COMPENSATION AND BENEFITS

Salaries and benefits make up the largest component of expenditures, estimated at 36% of total FY23 expenditures. This category includes all personnel-related costs. Midpen has two represented groups: Midpeninsula Regional Open Space District Field Employees Association and the newly created Midpeninsula Rangers Peace Officers 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 \$380 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 79-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 FY23 annual budget for the Hawthorns endowment totals \$37,200, which is 70% lower than the FY22 adopted budget. Capital repairs are on hold pending structural assessments that will inform disposition options and costs and ultimately Board decisions on the long-term use and management of each structure. Other maintenance efforts to mitigate deterioration and maintain defensible space as required by the Woodside Fire Protection District are included in the \$37,200 operating budget.

The endowment fund balance at the end of FY23 is projected to be \$1,536,457 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 Actual	13,500	(23,186)	1,577,421
FY22 Estimated Actual	5,000	(38,450)	1,553,657
FY23 Projected	20,000	(37,200)	1,536,457
<b>Projected Ending Balance</b>			<b>\$1,536,457</b>



Windy Hill Open Space Preserve (Midpen Staff)

# Measure AA Projects

FUNDED BY

**MEASURE AA**

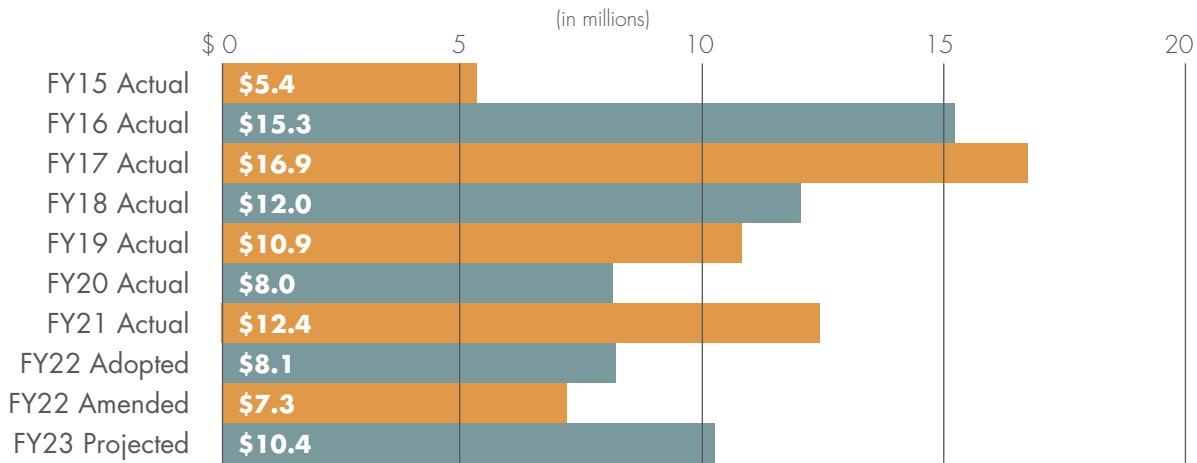
2014 OPEN SPACE BOND

In June 2014, voters approved Measure AA (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. FY23 will mark the ninth year of funding. As of June 30, 2022, an estimated \$77.6 million in MAA funds will be expended and the proposed FY23 budget brings the total to \$85.1 million, or 28.4% 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, 2022, the amounts budgeted for FY23, and the amount remaining for each allocation net of grants awarded, are illustrated in the Measure AA Projects Budget Overview graph below and the table on the following page.

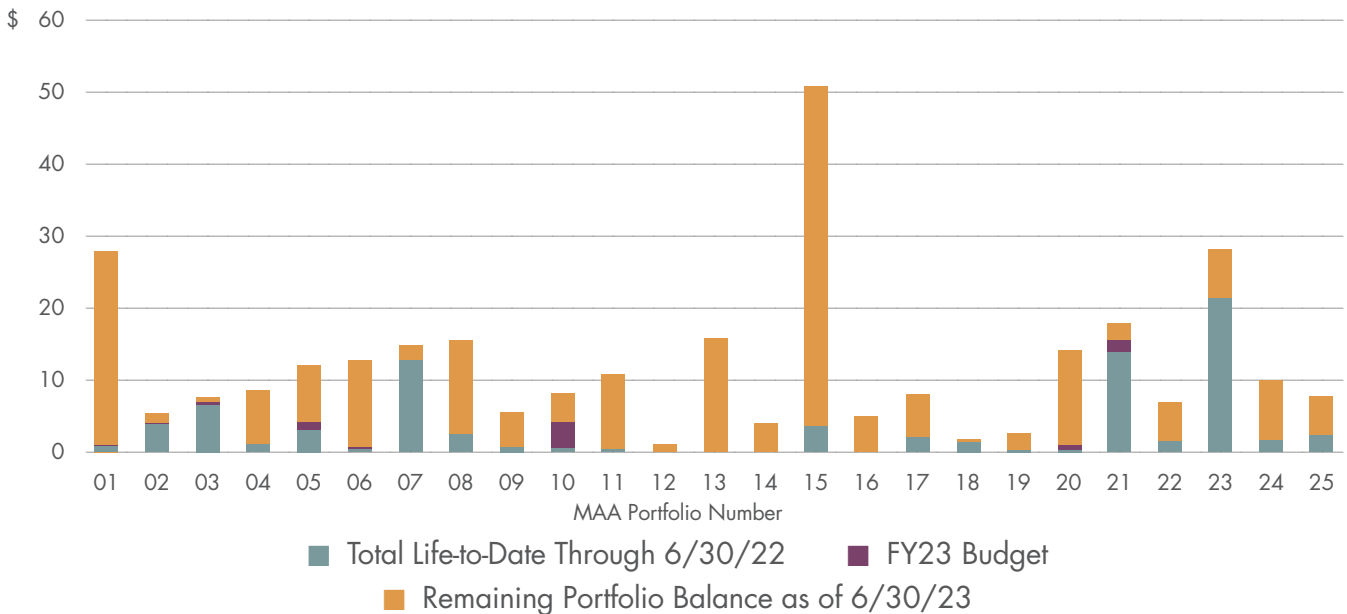
**Measure AA Expenditures by Portfolio**



Total expenditures are not net of grants awarded.

**Measure AA Expenditures by Portfolio**

(in millions)



## Measure AA Projects Budget Overview

Tier 1 Vision Plan Priority Actions

Although some of the portfolios show little or no expenditures to date, many projects are underway but are currently a Vision Plan project until they are considered capital projects and hence MAA eligible. In addition, land purchase costs are budgeted only upon Board approval. Information on all MAA accomplishments as of FY21 can be found in the [Measure AA Bond Annual Accountability Report](#).

MAA#	Measure AA Portfolio	Expenditure Plan (adopted 2014)	Total Life-To-Date Estimate through 6/30/22	FY23 Proposed	Balance Remaining	% Expended
01	Miramontes Ridge: Gateway to the Coast Public Access, Stream Restoration and Agriculture Enhancement	\$27,774,000	\$594,632	\$195,870	\$26,983,498	2.8%
02	Regional: Bayfront Habitat Protection and Public Access Partnership	5,052,000	3,414,739	125,086	1,512,175	70.1%
03	Purisima Creek Redwoods: Purisima-to-Sea Trail, Watershed Protection and Conservation Grazing	7,608,000	6,557,786	407,367	642,847	91.6%
04	El Corte de Madera Creek: Bike Trail and Water Quality Projects	8,376,000	966,168	0	7,409,832	11.5%
05	La Honda Creek: Upper Area Recreation, Habitat Restoration and Conservation Grazing Projects	11,733,000	3,135,918	1,187,128	7,409,954	36.8%
06	Windy Hill: Trail Implementation, Preservation and Hawthorns Area Historic Partnership	12,740,000	165,950	208,680	12,365,370	2.9%
07	La Honda Creek: Driscoll Ranch Public Access, Endangered Wildlife Protection and Conservation Grazing	14,825,000	12,477,538	13,794	2,333,668	84.3%
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	626,787	0	4,933,213	11.3%
10	Coal Creek: Reopen Alpine Road for Trail Use	8,017,000	602,419	3,105,526	4,309,055	46.3%
11	Rancho San Antonio: Interpretive Improvements, Refurbishing, and Transit Solutions	10,811,000	213,233	25,000	10,572,767	2.2%
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	3,110,818	0	47,617,182	6.1%
16	Long Ridge: Trail, Conservation and Habitat Restoration Projects (Saratoga)	5,140,000	0	0	5,140,000	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	1,164,189	0	200,811	85.3%
19	El Sereno: Dog Trails and Connections	2,254,000	345,887	0	1,908,113	15.3%
20	South Bay Foothills: Wildlife Passage and Ridge Trail Improvements	13,966,000	(61,396)	799,381	13,228,015	5.3%
21	Bear Creek Redwoods: Public Recreation and Interpretive Projects	17,478,000	13,726,079	1,574,883	2,177,038	87.5%
22	Sierra Azul: Cathedral Oaks Public Access and Conservation Projects	6,714,000	1,006,860	(192,328)	5,899,468	12.1%
23	Sierra Azul: Mount Umunhum Public Access and Interpretive Projects	27,972,000	21,814,838	0	6,157,162	78.0%
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	2,397,239	0	5,588,761	30.0%
	<b>TOTAL MAA Bond</b>	<b>\$300,000,000</b>	<b>\$77,652,031</b>	<b>\$7,450,387</b>	<b>\$214,897,582</b>	<b>28.4%</b>

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

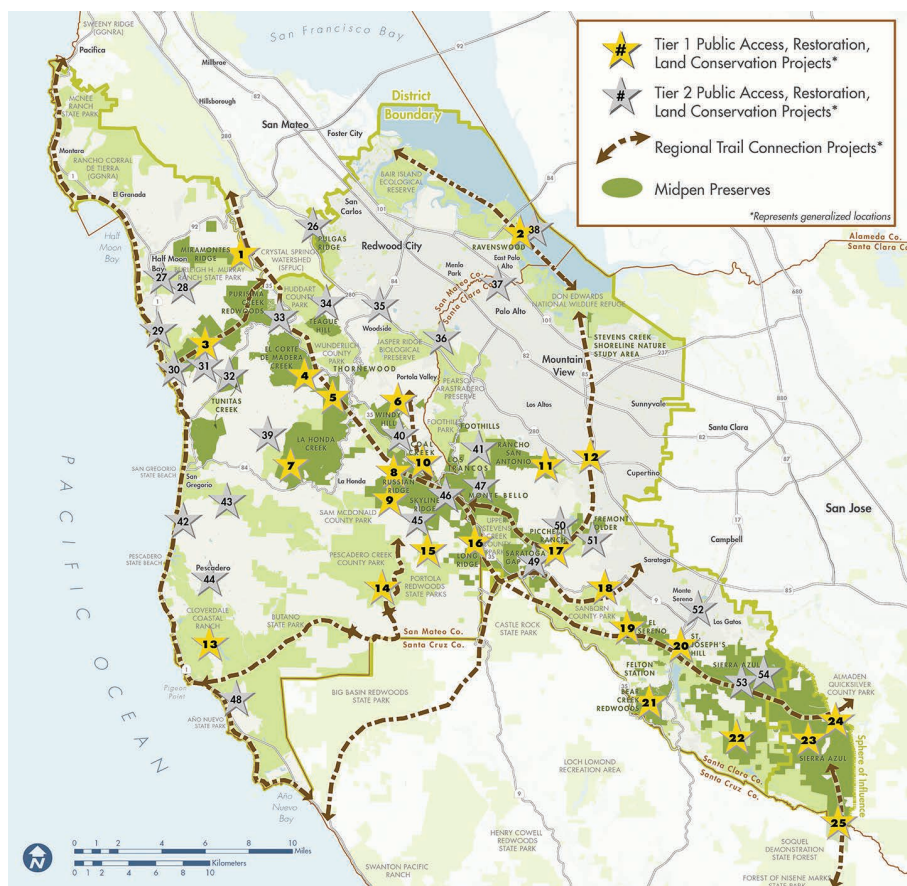
1. **Outdoor Recreation and Healthy Living:** Provide accessible open space lands for recreation and outdoor exercise in nature.
2. **Cultural and Scenic Landscape Preservation:** Conserve the area's scenery and rich history; provide places for escape and quiet enjoyment.
3. **Healthy Nature:** Take 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/what-we-do/our-vision](https://openspace.org/what-we-do/our-vision)

# 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, 2022, the assessed value of all property within the District's jurisdictional boundaries totaled \$317.768 billion, resulting in a legal debt limit of \$47.665 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, 2022
2012 Refunding Promissory Notes*	2033	3% to 5.44%	\$8,705,601	\$7,035,601
2015 Refunding Promissory Notes	2034	2% to 5%	23,630,000	18,185,000
2016 Green Refunding Bonds	2039	3% to 5%	57,410,000	40,510,000
2017 Green Refunding Bonds	2038	3% to 5%	25,025,000	25,025,000
2017 Parity Bonds	2028	5%	11,220,000	7,450,000
Promissory Note	2023	5%	1,500,000	1,500,000
<b>General Fund</b>			<b>127,490,601</b>	<b>99,705,601</b>
2015 General Obligation Bonds	2045	1.5% to 5%	45,000,000	39,685,000
2018 General Obligation Bonds	2049	2% to 5%	50,000,000	44,890,000
<b>Measure AA Fund</b>			<b>95,000,000</b>	<b>84,575,000</b>
<b>Total Debt</b>			<b>\$222,490,601</b>	<b>\$184,280,601</b>

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

## GENERAL FUND BOND

### 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 2012 Revenue Bonds Current Interest Notes and \$8.9 million of the 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)

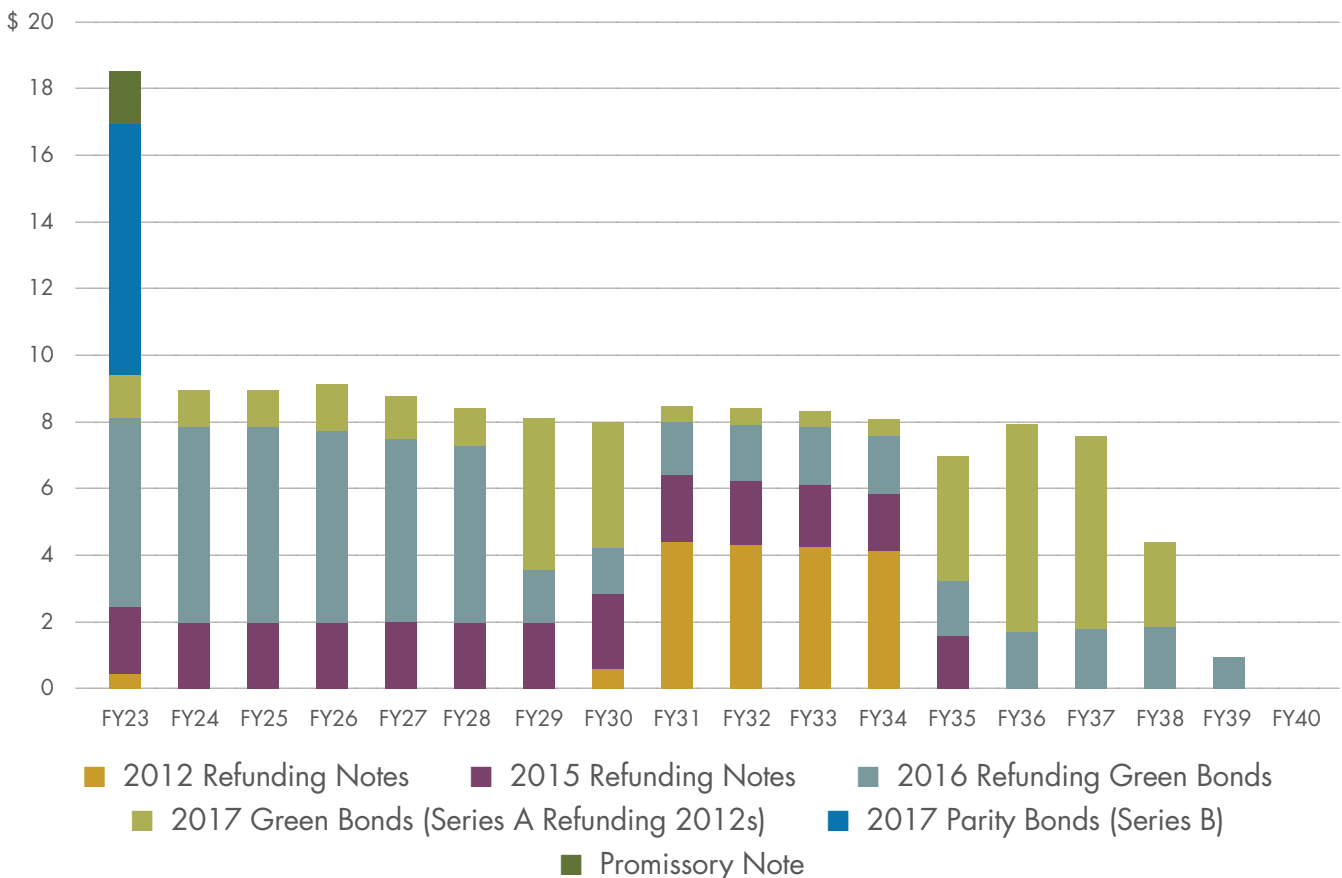
On December 13, 2017, Midpen issued \$11.22 million of Parity Bonds to finance a portion of the cost of acquiring and improving staffing facilities to establish the new South Area Field Office and to refurbish the newly acquired Administrative Office. The net proceeds of \$12.5 million were deposited into the Project Fund. The remaining balance is expected to be paid off in FY23 with the proceeds from the sale of the former Administrative Office building.

## 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	FY23	FY24	FY25	FY26	FY27
2012 Refunding Notes	\$461,825	\$0	\$0	\$0	\$0
2015 Refunding Notes	1,967,125	1,995,750	1,990,875	2,002,750	1,996,250
2016 Green Bonds	5,818,575	5,852,325	5,893,575	5,678,075	5,457,200
2017 Green Bonds (Series A Refunding 2012s)	1,022,200	1,022,200	1,022,200	1,343,950	1,342,075
2017 Parity Bonds (Series B)	7,795,250	0	0	0	0
Promissory Note	1,575,000	0	0	0	0
<b>Total</b>	<b>18,639,975</b>	<b>8,870,275</b>	<b>8,906,650</b>	<b>9,024,775</b>	<b>8,795,525</b>
Total General Fund Principal	14,495,000	5,415,000	5,730,000	6,145,000	6,225,000
Total General Fund Interest	4,144,975	3,455,275	3,176,650	2,879,775	2,570,525
<b>Grand Total</b>	<b>\$18,639,975</b>	<b>\$8,870,275</b>	<b>\$8,906,650</b>	<b>\$9,024,775</b>	<b>\$8,795,525</b>

## 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. The District 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:

<b>2015-16</b>	\$ .0008 per \$100 of assessed valuation
<b>2016-17</b>	\$ .0006 per \$100 of assessed valuation
<b>2017-18</b>	\$ .0009 per \$100 of assessed valuation
<b>2018-19</b>	\$ .0018 per \$100 of assessed valuation
<b>2019-20</b>	\$ .0016 per \$100 of assessed valuation
<b>2020-21</b>	\$ .0015 per \$100 of assessed valuation
<b>2021-22</b>	\$ .0015 per \$100 of assessed valuation
<b>2022-23</b>	\$ .0015 per \$100 of assessed valuation (projected)

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

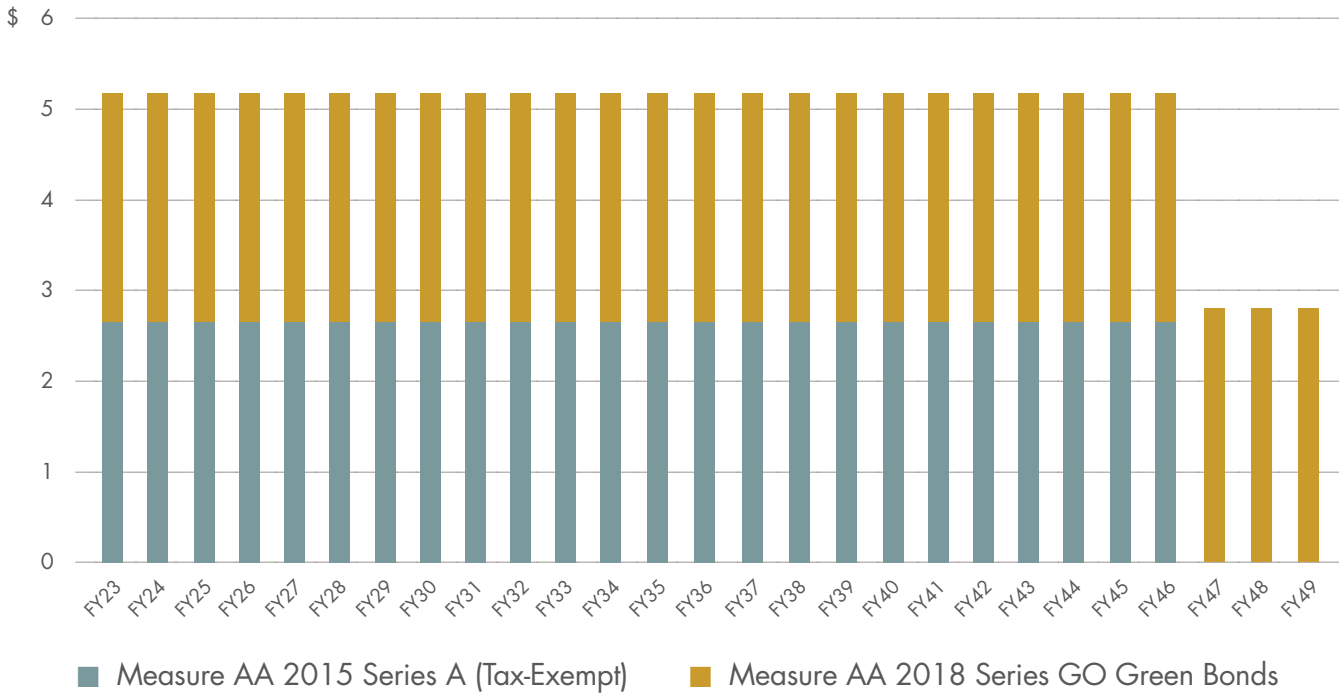
On August 13, 2015, Midpen issued \$40 million of tax-exempt general obligation bonds (Series 2015A) and \$5 million of taxable general obligation bonds (Series 2015B). The bonds are payable from ad valorem taxes pursuant to an election of registered voters of the District held on June 3, 2014, which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

	FY23	FY24	FY25	FY26	FY27
Measure AA 2015 Series A (Tax-Exempt)	\$2,575,913	\$2,570,788	\$2,573,163	\$2,567,913	\$2,569,913
Measure AA 2018 Series GO Green Bonds	2,727,600	2,730,200	2,721,350	2,720,600	2,717,350
<b>Total</b>	<b>5,303,513</b>	<b>5,300,988</b>	<b>5,294,513</b>	<b>5,288,513</b>	<b>5,287,263</b>
Total Measure AA Principal	1,895,000	1,980,000	2,070,000	2,170,000	2,280,000
Total Measure AA Interest	3,408,513	3,320,988	3,224,513	3,118,513	3,007,263
<b>Grand Total</b>	<b>\$5,303,513</b>	<b>\$5,300,988</b>	<b>\$5,294,513</b>	<b>\$5,288,513</b>	<b>\$5,287,263</b>



## 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. In FY23, Midpen will expand the capacity of the Grants Program, which is currently at its limits, and also add expertise to apply for, and manage, Federal grants as this will provide a new source of additional grant funding for the organization and its projects.

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.

## General Fund Balance

The projected FY23 Total Fund Balance in the General Fund is increasing primarily due to the expected proceeds from the sale of the old Administrative Office building. Of note, some funds are shifting from unassigned to committed in preparation for future capital expenditures in FY24 and beyond. The chart below shows the flow of non-expended funds.

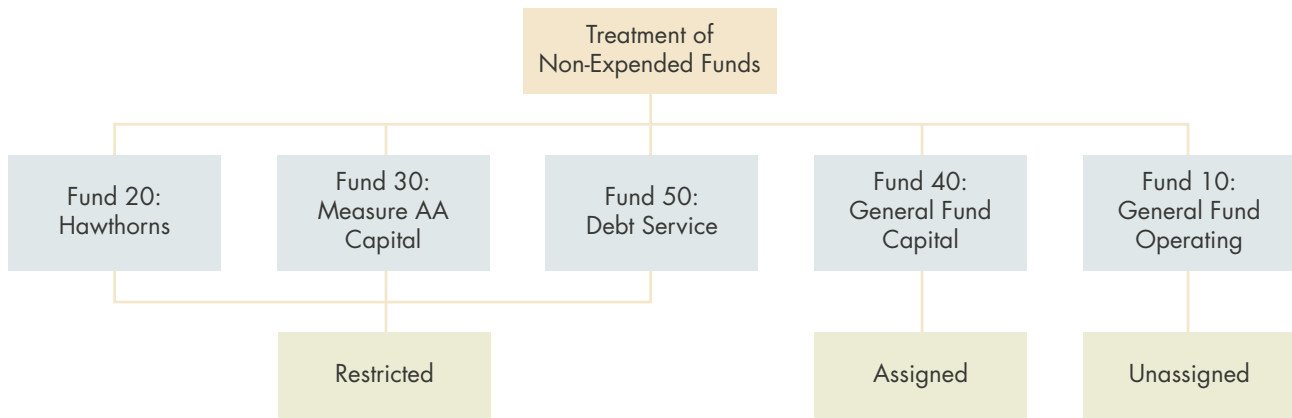
### Projected General Fund Balance

	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Actual	FY22 Projected	FY23 Budget
Nonspendable	\$35,968	\$185,984	\$205,929	\$291,297	\$291,297	\$291,297
Restricted	1,466,982	3,962,747	5,527,352	7,875,733	9,186,005	9,186,005
Committed	55,300,000	29,288,465	33,518,465	40,587,084	39,387,084	36,927,084
Assigned	—	1,400,000	710,000	2,891,390	2,891,390	2,891,390
Unassigned	16,306,537	16,515,392	16,978,717	17,973,643	23,389,041	25,936,974
<b>Total Fund Balance</b>	<b>\$73,109,487</b>	<b>\$51,352,588</b>	<b>\$56,940,463</b>	<b>\$69,619,147</b>	<b>\$75,144,817</b>	<b>\$75,215,550</b>
Minimum Unassigned Fund Balance*	\$13,722,600	\$14,493,900	\$15,616,700	\$17,133,100	\$17,547,300	\$18,721,200

\*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.

## Treatment of Non-Expended Funds Flowchart



### 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 FY23 projected balance in each fund is based on FY22 projected fund balances at fiscal year-end; audited financial statements are not available at the time of budget development.

The change in fund balance for Fund 30 is due to the projected \$32 million new bond proceeds, projected to be issued in FY23. 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
<b>FY21 Audited Fund Balance</b>	<b>\$68,146,467</b>	<b>\$1,472,680</b>	<b>\$22,134,964</b>	<b>\$482,524</b>	<b>\$4,229,931</b>	<b>\$96,466,566</b>
Change in Fund Balance	5,559,120	(33,450)	196,532	0	269,337	6,024,989
<b>FY22 Projected Balance</b>	<b>\$73,705,587</b>	<b>\$1,439,230</b>	<b>\$22,331,496</b>	<b>\$482,524</b>	<b>\$4,499,268</b>	<b>\$102,458,105</b>
Change in Fund Balance	87,933	(17,200)	32,000,000	0	223,487	32,311,420
<b>FY23 Projected Balance</b>	<b>\$73,793,520</b>	<b>\$1,422,030</b>	<b>\$54,331,496</b>	<b>\$482,524</b>	<b>\$4,772,755</b>	<b>\$134,752,325</b>

*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 FY23. 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 4% each year throughout the forecast years. Estimated one-time revenue of \$10 million in FY22 represents the anticipated sale of the former administrative office property.

Expenditures include salaries and benefits, inflated at 5% per year beginning in FY24 and the inclusion of four new FTEs per year at various salary ranges, which is a conservative assumption for modeling purposes while noting that actual FTE requests fluctuate each year as evidenced by no requests in FY21 and a request for 8 FTEs in FY23 (note: these positions are being considered for approval 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 5% per year, land acquisition in the General Fund at 2.5% 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 FY23 and FY26.

Long-Range Financial Plan (in thousands)	FY21 Actual	FY22 Projected	FY23 Budget	FY24 Projected	FY25 Projected	FY26 Projected	FY27 Projected
<b>Fund balance beginning</b>	\$100,899	\$96,467	\$102,458	\$134,752	\$128,582	\$122,353	\$140,908
<b>Revenue</b>							
Property Taxes	62,545	64,052	67,900	70,735	73,851	77,580	81,781
Grant Income	2,816	4,428	3,433	4,233	3,375	800	800
Interest Income	1,979	698	1,043	1,053	1,064	1,075	1,086
Rental Income	1,909	1,239	1,608	1,876	1,895	1,914	1,933
Other Revenues	1,396	495	503	503	511	519	524
One-Time Revenues	0	10,000	0	0	0	0	0
<b>Total Revenues</b>	<b>70,646</b>	<b>80,911</b>	<b>74,486</b>	<b>78,399</b>	<b>80,695</b>	<b>81,888</b>	<b>86,124</b>
<b>Other Funding Sources</b>							
Use of Bond Proceeds	0	3,634	7,332	0	0	0	0
New Bond Proceeds & Debt Service Premiums	0	0	32,000	0	0	32,000	0
Transfers In / (Out)	0	7,246	2,460	0	0	0	0
<b>Total Other Funding Sources</b>	<b>0</b>	<b>10,880</b>	<b>41,792</b>	<b>0</b>	<b>0</b>	<b>32,000</b>	<b>0</b>
<b>Grand Total: Revenues &amp; Other Funding Sources</b>	<b>70,646</b>	<b>91,791</b>	<b>116,278</b>	<b>78,399</b>	<b>80,695</b>	<b>113,888</b>	<b>86,124</b>
<b>Expenses</b>							
<b>General Fund, Hawthorns &amp; GF Capital (10, 20 &amp; 40)</b>							
Salaries and Benefits	24,946	27,941	30,319	31,835	33,427	35,098	36,853
Salaries and Benefits (4 add'l FTEs per year)	0	0	0	625	1,313	2,068	2,895
<i>Total Salaries and Benefits</i>	<i>24,946</i>	<i>27,941</i>	<i>30,319</i>	<i>32,460</i>	<i>34,740</i>	<i>37,166</i>	<i>39,748</i>
Services and Supplies	8,745	11,354	12,383	13,126	13,914	14,749	15,634
General Fund Capital Outlay	2,194	4,689	6,274	6,000	6,300	6,620	6,950
General Fund Land Acquisition	82	307	511	250	256	263	269
Other One-Time Expenditures	10,001	18,196	146	0	1,000	6,000	1,000
<b>General Fund, Hawthorns &amp; GF Capital Total</b>	<b>45,968</b>	<b>62,486</b>	<b>49,633</b>	<b>51,836</b>	<b>56,210</b>	<b>64,798</b>	<b>63,602</b>
<b>Measure AA Fund (30)</b>							
Measure AA Funded Capital Outlay	4,776	6,975	10,317	9,312	7,262	6,972	6,972
Measure AA Land Acquisition	7,630	293	90	9,250	9,250	9,250	9,250
<b>Measure AA Fund Total</b>	<b>12,406</b>	<b>7,268</b>	<b>10,407</b>	<b>18,562</b>	<b>16,512</b>	<b>16,222</b>	<b>16,222</b>
<b>Debt Service Fund (50)</b>							
Debt Service	16,641	16,045	23,943	14,171	14,201	14,313	14,083
<b>Total Expenses</b>	<b>\$75,015</b>	<b>\$85,800</b>	<b>\$83,984</b>	<b>\$84,570</b>	<b>\$86,924</b>	<b>\$95,333</b>	<b>\$93,907</b>
<b>Net changes in fund balance</b>	<b>(\$4,369)</b>	<b>\$5,992</b>	<b>\$32,294</b>	<b>(\$6,170)</b>	<b>(\$6,229)</b>	<b>\$18,555</b>	<b>(\$7,782)</b>
<b>Fund Balance Ending</b>							
<i>General Fund</i>	<i>\$68,146</i>	<i>\$73,706</i>	<i>\$73,794</i>	<i>\$81,694</i>	<i>\$87,818</i>	<i>\$87,774</i>	<i>\$91,999</i>
<i>Hawthorns Endowment Fund</i>	<i>1,473</i>	<i>1,439</i>	<i>1,422</i>	<i>1,347</i>	<i>1,272</i>	<i>1,197</i>	<i>1,122</i>
<i>Measure AA Capital Projects Fund (Bond Proceeds)</i>	<i>22,135</i>	<i>22,331</i>	<i>54,331</i>	<i>39,852</i>	<i>26,465</i>	<i>43,043</i>	<i>27,621</i>
<i>General Fund Capital Projects Fund (Bond Proceeds)</i>	<i>483</i>	<i>483</i>	<i>483</i>	<i>483</i>	<i>483</i>	<i>483</i>	<i>483</i>
<i>Debt Service Fund</i>	<i>4,230</i>	<i>4,499</i>	<i>4,723</i>	<i>5,256</i>	<i>6,316</i>	<i>8,412</i>	<i>11,902</i>
<b>Fund balance ending</b>	<b>\$96,467</b>	<b>\$102,458</b>	<b>\$134,752</b>	<b>\$128,582</b>	<b>\$122,353</b>	<b>\$140,908</b>	<b>\$133,126</b>

## CONCLUSIONS

Beginning FY23 cash balances, estimated at a total of \$102.5 million, and future projected revenues are adequate to cover projected debt service, operating expenses, capital expenditures, and reserve requirements. Ending FY27 cash balances are estimated at a total of \$133.1 million. Midpen’s long-term financial projections indicate that the proposed FY23 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 18 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 and Red Barn Roof Repair.

## DIVERSITY

In support of Goal 3, Objective 2: engaging diverse communities, Midpen has prioritized 21 projects to connect diverse communities to their public open space preserves, including the Rancho San Antonio Multimodal Access and ADA Barrier Removal projects. In addition to the 21 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. For more details on Midpen’s Diversity, Equity, and Inclusion (DEI) initiatives, refer to page 45, 46 and 57.

## 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 nine fire prevention projects, including an emphasis on fuels reduction and wildland fire readiness. Projects include Fuel Reduction Implementation and the Wildland Fire Resiliency Program projects.

# Climate Action Plan

## CLIMATE ACTION PLAN OVERVIEW

The Board adopted the Climate Action Plan and Climate Change Policy in October 2018 to chart a course for reducing greenhouse gas (GHG) emissions from agency operations. The plan and policy identify Midpen’s goals for reducing GHG emissions as follows: 20% below 2016 baseline by 2022, 40% by 2030 and 80% by 2050. Midpen has made significant progress in reducing GHG emissions—24% as of the 2020 GHG inventory—but continued, innovative action is still necessary to stay on track for the more ambitious 2030 and 2050 goals.

Actions taken in FY23 will focus on vehicle emissions through replacement with energy efficient vehicles, commute options to reduce employee-generated emissions related to travel-to-work, and development of a fleet action plan to transition away from fossil fuel reliant vehicles. Minor energy efficient improvements are also planned for a few Midpen owned houses. Moreover, Midpen is planning a study of soil treatment to increase rangeland carbon sequestration within grasslands that are managed as part of the conservation grazing program. The following table describes these and other Climate Action Plan items that will be implemented in FY23.

The Climate Action Plan and past greenhouse gas inventory reports can be found on Midpen’s website at [openspace.org/climate](https://openspace.org/climate).

## FY23 Climate Action Plan Implementation Actions

Climate Action Plan Item	Budget*	Department
Commute-4: Continue incentives for employees commuting via carpool, public transit, bike, or walking	\$30,000	Administrative Services
Vehicles-X: As patrol vehicles are up for replacement, replace with diesel or lower emissions options whenever possible	\$433,000	Land and Facilities
Vehicles-14: Purchase carbon offsets for business flights	\$1,000	Natural Resources
Vehicles-X: Develop a transition plan to decarbonize Midpen's fleet	\$50,000	Land and Facilities
Residences-3: Make basic energy efficiency upgrades to a few residences e.g. weather stripping, insulation, and double-paned windows.	\$33,000	Land and Facilities
Transportation-3: Assess options for installing EV chargers at preserve parking lots	\$0*	Land and Facilities, Engineering and Construction
Livestock-3: Implement carbon sequestration projects identified in carbon farming plan	\$50,000	Natural Resources

\*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 latest inventory, of 2020 emissions, showed that Midpen reduced emissions by 24% from 2016 to 2020, meeting the 2022 goal early. Operational adjustments during to the COVID-19 pandemic contributed to reductions in 2020, primarily due to administrative staff working from home. When it was safe to return to the office in late 2021, policies were revised to make a hybrid work schedule the norm for administrative staff, most of whom now commute to the office only two or three times per week. The use of renewable diesel, which started in late 2018, also greatly reduced emissions from Midpen's diesel-engine equipment and vehicles. The next inventory (counting emissions from calendar year 2022) will be conducted in early 2023.

## Diversity, Equity, and Inclusion

### DIVERSITY, EQUITY, AND INCLUSION OVERVIEW

On March 23, 2016, the Board adopted policy 6.08 "Equality, Diversity and Inclusion", reflecting the commitment "to supporting equality, diversity, and inclusion of all facets of society, the principles of which include fairness of treatment, recognition of rights, acceptance of responsibilities, commitment to equality, and dedication to expanding opportunities for all." On June 22, 2016, the Board formed a Diversity Outreach Ad Hoc Committee to enhance Board member involvement in increasing outreach to and participation of diverse communities. The Committee's Board-approved goals included:

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**Goal 1.** Promote the District and its interpretive programs through collaborative partnerships with diverse community organizations.

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**Goal 2.** Engage with communities through public meetings and other means to increase awareness about the District and its projects.

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**Goal 3.** Reflect the diversity of the surrounding community in District activities and functions.

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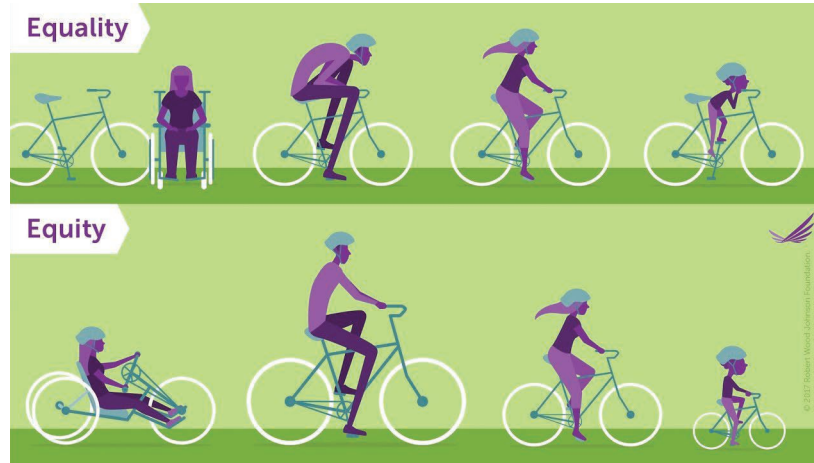
**Goal 4.** Expand existing partnerships and enter into new, non-traditional partnerships to complete projects and improve programs that serve a diverse community.

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The Committee provided guidance on several initiatives, including consideration of a citizen advisory committee, outreach training for the Board, a visitor use survey, development of a youth engagement plan, expansion of the Visitor Services programs, expanded employee training and broader recruitment outreach, and creation of a Board policy on diversity. The goal of the initiatives, now completed, was to emphasize the value of diversity and expand Midpen's own diversity awareness.



In the late spring and summer of 2020, as the nation was in the midst of a dramatic reckoning with race and systemic injustices, Midpen responded by reaffirming its stance on the value of Diversity, Equity, and Inclusion (DEI) and adopting Resolution 21-11, upholding Midpen’s “long-standing values of diversity, equity, and inclusion and condemning discrimination, hate, and bigotry in all forms.” In addition, the General Manager formed two staff DEI teams, one focused on Community, Outreach, and Partnerships and the second focused on Hiring, Recruitment, and Staff Development to further the Midpen’s DEI work, consistent with the Midpen’s mission, Board policy, and Board-adopted Strategic Plan Goals and Objectives.



The following strategies and implementation actions were identified and prioritized based on various considerations, including anticipated level of beneficial impact; level of urgency; level of initial and long-term staffing resources needed; cost; implementation duration; and synergy with existing Midpen programs and initiatives. Each strategy below includes a list of potential supporting implementation actions.

### Diversity, Equity, and Inclusion Strategy and Implementation Actions

Community Outreach and Partnerships Recommendations Strategies	Staff Recruitment, Hiring, and Development Strategies
1. Further integrate DEI into all aspects of District culture and workflow	1. Form a standing DEI staff team
2. Confirm community DEI needs as they relate to the District’s work	2. Update Board Policy 6.08, Equality, Diversity, and Inclusion (2016)
3. Connect more intentionally with DEI organizations and programs	3. Establish more internships opportunities
4. Expand existing District programs	4. Train and expand guidance for hiring panels and seek diverse panel representation
5. Partner with schools and educational institutions	5. Provide cultural competency training for staff
6. Improve outreach strategies to better reach all communities, including underserved/underrepresented demographics	6. Consider a recruitment specialist position in Human Resources focused on DEI

A sustained commitment and effort involving all levels of the organization to pursue the strategies and implementation actions listed above will further Midpen efforts in advancing its DEI goals. Many of these strategies and implementation actions can be folded into current operations, while others will require additional funding and allocated resources. As this work continues, the expectation is that DEI goals will be infused in all aspects of Midpen practices, procedures, workflow, and culture and will evolve as Midpen’s knowledge in DEI work expands. The first phase of recommended action items are included in the FY23 Budget, and Capital Improvement and Action Plan (CIAP), which includes the addition of a Management Analyst I/II in the Human Resources Department specifically for the DEI program and a new CIAP project, Diversity, Equity, and Inclusion Program Actions (Section 3). Subsequent phases will be programmed in later fiscal year as funding and capacity allow.

## 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.

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 Adjustments:

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Pescadero Sediment TMDL Implementation (project split off into two new projects):

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Pescadero Watershed Sediment Reduction Implementation

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San Gregorio Water Quality Improvement Plan

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### Projects added:

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Cybersecurity Implementation

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IT Master Plan Update

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Spooky Knoll Trail/new Hwy 17 Trail Connections

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Wildland Fire Resiliency Partnership Project

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Cloverdale Road and Trail Renovation

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Pescadero Watershed Sediment Reduction Implementation

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San Gregorio Water Quality Improvement Plan

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CEQA Review for IPM Program

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Upper Oil Creek Redwood Land Conservation

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El Mirador Land Conservation

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Transfer of Upper Alpine Road from San Mateo County

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Native Plant-Pollinator Demonstration Garden

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La Honda Parking and Trailhead Access – Implementation

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La Honda Event Center Area Plan

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## Budget Development Process



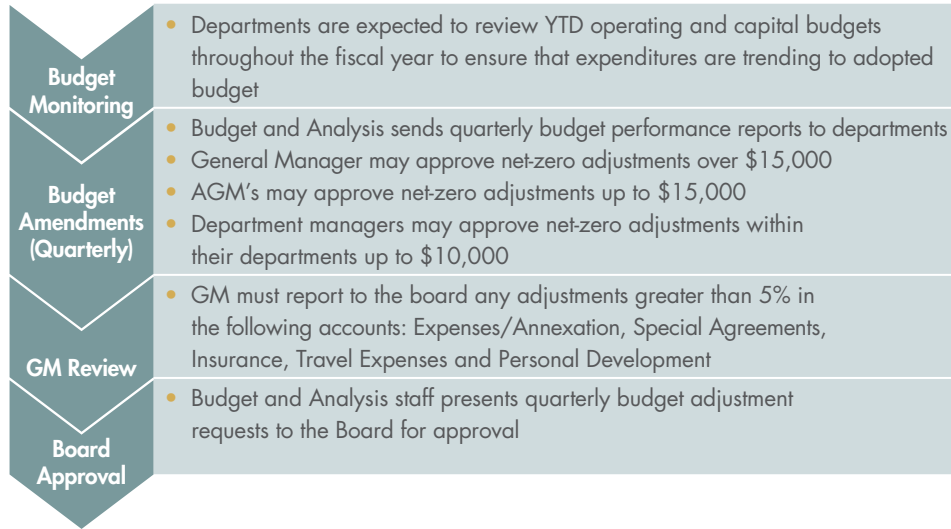
Midpen's Board of Directors adopts an annual operating budget for the organization by major fund on or before June 30 for the ensuing fiscal period. The Board may amend the budget by resolution during the fiscal period. The legal level of control, the level at which expenditures may not legally exceed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

(Fiscal Year Starting July 1)



## 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:

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**Fund 10** – General Fund Operating

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**Fund 20** – Hawthorns

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**Fund 30** – Measure AA Land/Capital

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**Fund 40** – General Fund Land/Capital

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**Fund 50** – Debt Service

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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:

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**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.

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

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**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.

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**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.

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**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.

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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.

## 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.



# Section 3

## Capital Improvement and Action Plan



Picchetti Ranch Open Space Preserve by (Curt Bianchi)



## Capital Improvement and Action Plan Overview

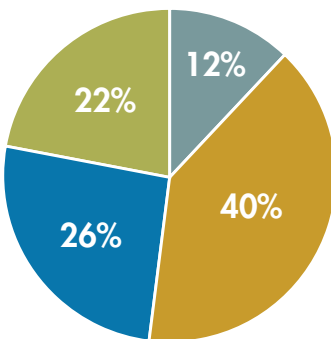
This section of the budget, the Capital Improvement and Action Plan, provides multiyear budget information and a consolidated view of the major projects and activities at Midpen. Projects with budgets of \$50,000 or more over their lifetime are highlighted in this section. Projects below this threshold 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. FY23-FY25 projects are limited to those that begin or have activity in FY23, FY24, or FY25 and potentially continue as multiyear projects. However, the Board continues to adopt the budget one fiscal year at a time. Budgets for FY24 and beyond are preliminary.

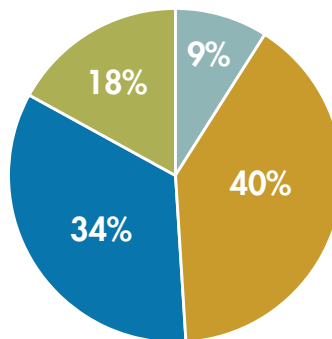
The FY23 CIAP contains a total of 95 key projects, of which 26 projects, or 27%, are eligible for Measure AA reimbursement, a general obligation bond funding source that was approved by the voters in 2014. There are 6 less projects proposed in FY23 as compared to FY22 adopted. The FY24 CIAP contains a total of 91 projects, of which 26 projects, or 29%, are eligible for MAA reimbursement. The FY25 CIAP contains a total of 68 projects, of which 23 projects, or 29%, are eligible for MAA reimbursement. Per past experience, Midpen assumes that unexpected shifts/delays in project timelines due to unforeseen circumstances will continue to occur each fiscal year. Leaving some capacity in future fiscal years will accommodate these project shifts/delays and provide capacity for new projects in the latter years that are unknown at this time (e.g., new partnership opportunity, new land purchase opportunity). For these reasons, it is reasonable to see the total count in project numbers drop slightly year over year under the three-year CIAP.

Midpen staff prepared the FY23-FY25 CIAP in accordance with the Board's Priority Setting Retreat on March 3, 2022, resulting in the following projects spread throughout Midpen's four Programs:

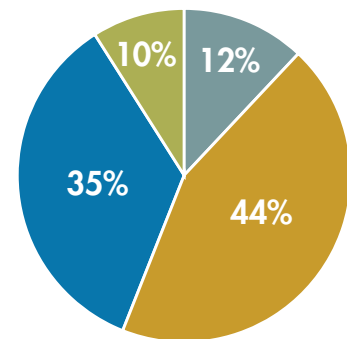
FY23 CIAP by Program



FY24 CIAP by Program



FY25 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, 60% of the FY23 CIAP projects are capital projects or land acquisition while the remaining 40% are included in the operating budget. Whereas for FY24, 65% of the CIAP projects are capital projects or land acquisition while the remaining 35% are included in the operating budget. For FY25, 64% of the CIAP projects are capital projects or land acquisition while the remaining 36% are included in the operating budget.

## FY23, FY24, and FY25 CIAP Projects by Program and Fund

Fund	Fiscal Year	Land Acquisition and Preservation	Natural Resource Protection and Restoration	Public Access, Education, and Outreach	Assets and Organizational Support	Grand Total
10 – General Fund Operating	FY23	0	22	5	11	38
	FY24	0	18	6	8	32
	FY25	0	18	5	5	28
	<b>Total</b>	<b>0</b>	<b>58</b>	<b>16</b>	<b>24</b>	<b>98</b>
20 – Hawthorns Fund	FY23	0	0	0	0	0
	FY24	0	0	0	1	1
	FY25	0	0	0	1	1
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>2</b>
30 – Measure AA Capital	FY23	2	11	13	0	26
	FY24	0	12	14	0	26
	FY25	0	10	13	0	23
	<b>Total</b>	<b>2</b>	<b>33</b>	<b>40</b>	<b>0</b>	<b>75</b>
40 – General Fund Capital	FY23	9	5	7	10	31
	FY24	8	6	11	7	32
	FY25	9	6	9	2	26
	<b>Total</b>	<b>26</b>	<b>17</b>	<b>27</b>	<b>19</b>	<b>89</b>
Grand Total	FY23	11	38	25	21	95
	FY24	8	36	31	16	91
	FY25	9	34	27	8	78
	<b>Total</b>	<b>28</b>	<b>108</b>	<b>83</b>	<b>45</b>	<b>264</b>

In FY23, 12 of the 31 total projects in Fund 40 are in support of MAA, of which five of them will become MAA eligible (and budgets/expenditures shifted to Fund 30) once the properties are purchased. Acquisition projects in particular are rarely listed as MAA projects until the purchase is complete (or certain) given the speculative nature of land purchase projects during the research, due diligence, and early negotiation phase of the work.

# FY23-FY25 CIAP Budget

The FY23-FY25 Three-Year CIAP identifies the capital and operating projects and associated costs for FY23 through FY25 and provides funding of \$56 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 FY23-FY25 budget.

## Three-Year CIAP by Program\*

CIAP Summary by Program	FY23	FY24	FY25	3-Year Total
Land Acquisition and Preservation**	\$563,500	\$375,000	\$473,000	\$1,411,500
Natural Resource Protection and Restoration	5,421,374	7,513,740	7,249,847	20,184,961
Public Access, Education and Outreach	10,952,940	10,053,760	5,463,728	26,470,428
Assets and Organizational Support	4,530,890	2,135,500	1,275,000	7,941,390
<b>Total CIAP</b>	<b>\$21,468,704</b>	<b>\$20,078,000</b>	<b>\$14,461,575</b>	<b>\$56,008,279</b>

\*FY23/FY24/FY25 projects are limited to those that begin or have activity in FY23, FY24, or FY25 and potentially continue as multiyear projects.

\*\*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	FY23	FY24	FY25	3-Year Total
Fund 10 – General Fund Operating	\$3,462,696	\$2,618,280	\$2,716,200	\$8,797,176
Fund 20 – Hawthorns	0	303,000	95,500	398,500
Fund 30 – Measure AA Capital	7,642,715	5,519,076	4,262,375	17,424,166
Fund 40 – General Fund Capital	6,930,600	7,029,500	4,012,500	17,972,600
Grants/Partnerships/Other	3,432,693	4,608,144	3,375,000	11,415,837
<b>Total CIAP</b>	<b>\$21,468,704</b>	<b>\$20,078,000</b>	<b>\$14,461,575</b>	<b>\$56,008,279</b>

## 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



Coastsides



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, leveraging existing financial resources to relieve financial resources to relieve funding gaps and ensure project delivery. A summary of CIAP projects with awarded external funding sources is included below. Grants applied for but not yet awarded are not included in the budget or the table below. Additional capacity with the addition of a Grants Management Analyst is expected to increase the number of grants in the future.



### Grant Income

Project #	Project Name	Grant/Partnership/Other	FY23	FY24	FY25	3-Year Total
61023	Los Gatos Creek Watershed–Wildland Fire Resiliency	Wildlife Conservation Board (WCB)	\$300,000	\$825,000	\$375,000	\$1,500,000
61028	SCC Forest Health & Wildfire Wildland Fire Resiliency	SCC Forest Health and Wildfire Resilience Program	364,000	0	0	364,000
80065	IPM Implementation of Santa Clara Valley Water District Grant	D2: Revitalize Stream, Upland and Wetland Habitats	4,294	0	0	4,294
MAA03-002	Purisima Upland Site Clean up and Soil Remediation	CalRecycle Farm & Ranch Clean-up Grant	77,480	0	0	77,480
MAA03-005	Purisima-to-the-Sea Trail and Parking Area–Phase I Feasibility Study	Coastal Conservancy Grant	60,763	0	0	60,763
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)	100,000	1,000,000	3,000,000	4,100,000
MAA21-004	Bear Creek Stables Project	Interest Income	0	1,223,530	0	1,223,530
MAA21-006	Bear Creek Redwoods–Alma College Cultural Landscape Rehabilitation	California Rivers Parkways Program	177,967	0	0	177,967
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	Prop 68 Per Capita Program	464,471	0	0	464,471
MAA21-011	Phase II Trail Improvements, Bear Creek Redwoods OSP	California Rivers Parkways Program	1,411,507	1,059,614	0	2,471,121
MAA21-011	Phase II Trail Improvements, Bear Creek Redwoods OSP	Interest Income	0	500,000	0	500,000
<b>Grand Total</b>			<b>\$3,432,693</b>	<b>\$4,608,144</b>	<b>\$3,375,000</b>	<b>\$11,415,837</b>



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



**Agriculture:** Supporting agriculture and sustaining conservation grazing programs on Midpen lands furthers both the 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 the support of regional partnerships and expanded outreach to youth and underserved communities (Goal 3, Objectives 2, 3, and 4).



**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	FY23	FY24	FY25	3-Year Total
31905	Basic Policies for the Coastal Annexation Area	\$0	\$20,000	\$10,000	\$30,000
35009	Red Barn Roof Repair	255,000	73,000	0	328,000
35012	Driscoll Ranch New Agricultural Well	90,000	28,500	54,500	173,000
35016	Toto Ranch New Agricultural Well(s)	85,000	42,500	14,000	141,500
61024	Lobitos Creek Fencing	216,000	111,000	0	327,000
61030	Toto Ranch Agricultural Plan	31,000	20,000	0	51,000
MAA01-005	Johnston Ranch Land Acquisition	20,000	0	0	20,000
MAA01-006	Madonna Creek Fish, Water Supply and Bridge Replacement	175,870	215,757	396,968	788,595
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	107,794	449,101	11,779	568,674
MAA05-011	Lone Madrone Ranch Fence Installation	128,250	66,000	0	194,250
MAA05-014	Lone Madrone Corrals	0	0	57,000	57,000
MAA07-008	Lower Turtle Pond Repair	13,794	191,878	100,000	305,672
MAA13-001	Cloverdale – Infrastructure Upgrades and Improvements	0	70,000	40,000	110,000
VP13-001	Cloverdale Ranch Land Opportunity	215,000	20,000	0	235,000
VP15-001	Redwood Forest Land Opportunity	0	5,000	0	5,000
VP25-001	Sierra Azul Loma Prieta Land Conservation	22,000	22,000	22,000	66,000
VP39-001	Lower San Gregorio Creek Watershed Land Conservation	62,500	0	0	62,500
<b>Total</b>		<b>\$1,437,208</b>	<b>\$1,334,736</b>	<b>\$706,247</b>	<b>\$3,478,191</b>



## Diversity Project Summary

Project #	Project Name	FY23	FY24	FY25	3-Year Total
10003	Diversity, Equity, and Inclusion Program Actions	\$50,000	\$50,000	\$50,000	\$150,000
10005	Purisima Preserve Multimodal Access – Implementation	0	25,000	25,000	50,000
31901	ADA Barrier Removal	1,281,500	795,000	330,000	2,406,500
31904	Purisima Preserve Multimodal Access Study	35,000	0	0	35,000
31907	Johnston Ranch Loop Trail and Parking Area	0	30,000	80,000	110,000
35015	Rancho San Antonio Road Repair	384,100	100,000	0	484,100
40013	50th Anniversary Public Events and Activities	174,151	0	0	174,151
61027	Rancho San Antonio ADA Path to Deer Hollow Farm	66,000	95,000	15,000	176,000
61029	Monte Bello Black Mountain Trail Extension	0	75,000	35,000	110,000
80066	Amah Mutsun Land Trust Native Garden	50,000	100,000	50,000	200,000
80077	Ethnobotanical Inventory for Tribal Partnerships	40,000	80,000	50,000	170,000
MAA05-007	La Honda Creek Phase II Trail Connections	85,000	105,000	306,500	496,500
MAA05-013	La Honda Parking and Trailhead Access – Implementation	0	0	80,000	80,000
MAA06-002	Hawthorns Area Plan	208,680	299,104	168,280	676,064
MAA11-003	Rancho San Antonio (RSA) Multimodal Access – Implementation	25,000	0	0	25,000
MAA16-001	Long Ridge Trail Connection to Eagle Rock and Devils Canyon	0	75,000	110,000	185,000
MAA21-006	Bear Creek Redwoods – Alma College Cultural Landscape Rehabilitation	489,083	145,000	75,000	709,083
MAA21-011	Phase II Trail Improvements, Bear Creek Redwoods OSP	1,411,507	1,108,519	0	2,520,026
VP05-002	La Honda Creek Parking and Trailhead Access – Phase I Feasibility Study	160,000	58,000	100,000	318,000
VP11-001	Rancho San Antonio (RSA) Multimodal Access – Implementation	118,000	50,000	0	168,000
VP21-005	Bear Creek Redwoods North Parking Area	61,000	100,000	75,000	236,000
<b>Total</b>		<b>\$4,639,021</b>	<b>\$3,290,623</b>	<b>\$1,549,780</b>	<b>\$9,479,424</b>

In addition to these 21 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. A new DEI-focused Management Analyst I/II position is being added to the Human Resources department to further Midpen’s DEI goals.





## Wildland Fire Resiliency Project Summary

Project #	Project Name	FY23	FY24	FY25	3-Year Total
61017	Fuel Reduction Implementation	\$565,000	\$715,000	\$715,000	\$1,995,000
61023	Los Gatos Creek Watershed – Wildland Fire Resiliency	203,000	890,880	709,800	1,803,680
61028	SCC Forest Health & Wildfire – Wildland Fire Resiliency	325,000	0	0	325,000
61031	Wildland Fire Resiliency Partnership Project	0	0	0*	0
80003-10	Wildland Fire Resiliency Program	328,000	0	0	328,000
80063	Districtwide Vegetation Mapping	174,000	0	0	174,000
80072	Irish Ridge Restoration	85,000	385,000	405,000	875,000
80079	Miramontes Ridge Reforestation	0	0	115,000	115,000
MAA05-010	Restoration Forestry Demonstration Project	366,224	275,199	1,092,605	1,734,028
MAA21-007	Bear Creek Redwoods Preserve Plan: Invasive Weed Treatment and Restoration	109,642	109,111	0	218,753
<b>Total</b>		<b>\$2,155,866</b>	<b>\$2,375,190</b>	<b>\$3,037,405</b>	<b>\$7,568,461</b>

\*Scope yet to be defined, budget will be added later.

### 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 MAA10-001 indicates MAA portfolio number 10 (Coal Creek: Reopen Alpine Road for Trail Use), and project number 1 (Alpine Road Regional Trail, Coal Creek).

Vision Plan related projects are also designated by portfolio and project number, for example VP22-001 indicates Vision Plan portfolio number 22 (Sierra Azul: Cathedral Oaks Public Access and Conservation Projects), and project number 1 [Alma Bridge Road Newt Passage]. 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 FY23-FY25 CIAP, Midpen has identified over 78 projects (or 63% 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 require 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 are 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	FY23	FY24	FY25	3-Year Total	Page #
20125	Cal-Water Land Exchange, Teague Hill Preserve	FY23/FY24/FY25	\$24,000	\$0	\$15,000	\$39,000	60
MAA01-005	Johnston Ranch Land Acquisition	FY23	20,000	0	0	20,000	61
MAA03-006	South Cowell Upland Land Conservation	FY23	15,000	0	0	15,000	62
VP06-002	El Mirador Land Conservation	FY25	0	0	65,000	65,000	63
VP08-001	Upper San Gregorio Land Conservation	FY23	13,000	0	0	13,000	64
VP08-002	Upper Alpine Creek Land Conservation	FY23/FY24/FY25	12,000	12,000	12,000	36,000	65
VP10-003	Transfer of Upper Alpine Road from San Mateo County	FY25	0	0	13,000	13,000	66
VP13-001	Cloverdale Ranch Land Opportunity	FY23/FY24	215,000	20,000	0	235,000	67
VP15-001	Redwood Forest Land Opportunity	FY24	0	5,000	0	5,000	68
VP15-005	Upper Oil Creek Redwood Land Conservation	FY25	0	0	30,000	30,000	69
VP22-003	San Jose Water Company Lands	FY23	30,000	0	0	30,000	70
VP23-004	Mt. Umunhum Land Conservation	FY23/FY24/FY25	50,000	11,000	11,000	72,000	71
VP24-002	Valley Water Exchange Agreement at Rancho de Guadalupe Area of Sierra Azul Preserve	FY24/FY25	0	5,000	5,000	10,000	72
VP25-001	Sierra Azul Loma Prieta Land Conservation	FY23/FY24/FY25	22,000	22,000	22,000	66,000	73
VP39-001	Lower San Gregorio Creek Watershed Land Conservation	FY23	62,500	0	0	62,500	74
None	Districtwide Purchase Options and Low-value Land Fund	Reoccurring	100,000	300,000	300,000	700,000	75
<b>Total</b>			<b>\$563,500</b>	<b>\$375,000</b>	<b>\$473,000</b>	<b>\$1,411,500</b>	

\*Pre-acquisition activity for land purchases is typically budgeted in Fund 40 (unless the purchase is certain and eligible for MAA reimbursement, the funds are then budgeted in Fund 30). The land budget typically 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 fee titles or easements are subsequently budgeted upon approval by the Board and reflected in year-end expenses. Once a MAA-eligible VP property is purchased, a budget adjustment request is made to transfer the General Capital Fund 40 budget to MAA Fund 30).

## SUPPORTING PROJECTS

Project Name	Project Purpose	Lead Department	Fiscal Year
Land Conservation Guidance Document	Create a Land Conservation Guidance Document that identifies the District's land conservation priorities and updates the District acquisition policies and goals and provides an outline for strategic land acquisition for use as a reference by District staff (Consistent with FOSM Recommendation #11).	Real Property/General Manager's Office	FY23



**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.

**FY23 SCOPE**

Complete Easement Exchange and Easement Documents. Secure Board approval and OGALS approval for the easement exchange.

**FY24 SCOPE**

Approve the design of the Cal Water Tanks.

**FY25 SCOPE**

Land & Facilities and Planning to identify the alignment of the new trail route on Cal Water property to set the permanent location of the trail easement corridor.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	4,000	4,000	0	0	0	8,000
8201–Architect/Engineering Services	0	20,000	20,000	0	15,000	0	55,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$24,000</b>	<b>\$24,000</b>	<b>\$0</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$63,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	24,000	24,000	0	15,000	0	63,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$24,000</b>	<b>\$24,000</b>	<b>\$0</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$63,000</b>

**LAND ACQUISITION AND PRESERVATION**

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



**PROJECT DESCRIPTION**

Complete necessary steps to allow for the purchase and preservation of the upland portion of the Johnston Ranch property as an addition to Miramontes Ridge Open Space Preserve.

**FY23 SCOPE**

Complete lot line adjustment application and 100% fee transfer of Uplands property to Midpen. Secure trail easement rights to connect to Burleigh Murray State Park. Enter into MOU with City of Half Moon Bay for partnering on shared parking and trailhead at the City's Johnston House property.

**FY24 SCOPE**

Project completed in prior fiscal year(s).

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	7,616	110,000	20,000	0	0	0	137,616
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
<b>Grand Total</b>	<b>\$7,616</b>	<b>\$110,000</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$137,616</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	7,616	110,000	20,000	0	0	0	137,616
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$7,616</b>	<b>\$110,000</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$137,616</b>



**LAND ACQUISITION AND PRESERVATION**

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



**PROJECT DESCRIPTION**

Complete fee transfer of property to preserve upland grassland habitat and provide opportunities for parking, patrol and trail access for the planned Purisima-to-the-Sea regional trail corridor.

**FY23 SCOPE**

Complete minor land division application to San Mateo County and fee transfer of South Cowell Uplands property to Midpen.

**FY24 SCOPE**

Project completed in prior fiscal year(s).

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	4,841,070	15,000	15,000	0	0	0	4,871,070
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	1,897	0	0	0	0	0	1,897
8205–Construction	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$4,842,967</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,872,967</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	4,842,967	15,000	15,000	0	0	0	4,872,967
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$4,842,967</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,872,967</b>



## LAND ACQUISITION AND PRESERVATION

### El Mirador Land Conservation

Project #: VP06-002

Fund: 40 – General Fund Capital

#### PROJECT DESCRIPTION

In partnership with POST, pursue lot line adjustment (LLA) with Town of Portola Valley. Upon Town approval of LLA, prepare transactional documents for purchase of 200 acres of mature second growth redwoods as an addition to Windy Hill OSP.

#### FY23 SCOPE

Project has not started yet.

#### FY24 SCOPE

Project has not started yet.

#### FY25 SCOPE

Pursue land division and purchase of El Mirador property with POST and complete purchase as an addition to Windy Hill Preserve.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	65,000	0	65,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$65,000</b>	<b>\$0</b>	<b>\$65,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	0	65,000	0	65,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$65,000</b>	<b>\$0</b>	<b>\$65,000</b>

**LAND ACQUISITION AND PRESERVATION**

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



**PROJECT DESCRIPTION**

Pursue partnership opportunities to acquire open space lands and secure access to acquired lands within the upper San Gregorio Creek Watershed. Negotiate property additions to the upper San Gregorio Creek watershed.

**FY23 SCOPE**

Continue to pursue land opportunities. Complete access rights to Woodruff Redwoods property.

**FY24 SCOPE**

Project completed in prior fiscal year(s).

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	19,500	13,000	0	0	0	35,770
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
<b>Grand Total</b>	<b>\$3,270</b>	<b>\$19,500</b>	<b>\$13,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$35,770</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	19,500	13,000	0	0	0	35,770
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$3,270</b>	<b>\$19,500</b>	<b>\$13,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$35,770</b>

**LAND ACQUISITION AND PRESERVATION**

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

**PROJECT DESCRIPTION**

Purchase property in the Upper Alpine Creek Area. Purchase 273-acre property adjacent to Russian Ridge Open Space Preserve.

**FY23 SCOPE**

Continue to pursue land opportunities.

**FY24 SCOPE**

Continue to pursue land opportunities.

**FY25 SCOPE**

Continue to pursue land opportunities.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	15,000	0	12,000	12,000	12,000	0	51,000
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
<b>Grand Total</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$0</b>	<b>\$51,000</b>
Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	15,000	0	12,000	12,000	12,000	0	51,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$0</b>	<b>\$51,000</b>

**LAND ACQUISITION AND PRESERVATION**

**Transfer of Upper Alpine Road from San Mateo County**  
**Project #: VP10-003**  
**Fund: 40 – General Fund Capital**



**PROJECT DESCRIPTION**

Upon completion of Upper Alpine Road Trail project, complete county transfer to District of Alpine Road for trail. Prepare quitclaim deed for transfer of Alpine Road right of way to District and present to District Board for approval and acceptance.

**FY23 SCOPE**

Project has not started yet.

**FY24 SCOPE**

Project has not started yet.

**FY25 SCOPE**

Complete Quitclaim Deed transfer of Upper Alpine Road right-of-way for public trail from San Mateo County.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	13,000	0	13,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$13,000</b>	<b>\$0</b>	<b>\$13,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	0	13,000	0	13,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$13,000</b>	<b>\$0</b>	<b>\$13,000</b>



**LAND ACQUISITION AND PRESERVATION**

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



**PROJECT DESCRIPTION**

Prepare for potential purchase of Cloverdale Ranch property owned by Peninsula Open Space Trust (POST). Purchase supports Measure AA Portfolio 13. Pursue proposed purchase of Cloverdale Ranch property for approval by Board of Directors. Prepare and submit land division application to San Mateo County as co-applicants with POST. Initiate community outreach/communications plan 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.

**FY23 SCOPE**

Complete lot line adjustment applications and pursue Board purchase approval of the Cloverdale Ranch property.

**FY24 SCOPE**

Complete purchase and transition land management responsibilities to Visitor & Field Services business line.

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	45,636	87,000	215,000	20,000	0	0	367,636
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
<b>Grand Total</b>	<b>\$45,636</b>	<b>\$87,000</b>	<b>\$215,000</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$367,636</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	45,636	87,000	215,000	20,000	0	0	367,636
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$45,636</b>	<b>\$87,000</b>	<b>\$215,000</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$367,636</b>



**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.

**FY23 SCOPE**

Project deferred until FY24.

**FY24 SCOPE**

Pursue opportunities to purchase redwood forest lands in the Oil Creek watershed.

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	5,000	0	0	5,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	5,000	0	0	5,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,000</b>



## LAND ACQUISITION AND PRESERVATION

### Upper Oil Creek Redwood Land Conservation Project #: VP15-005 Fund: 40 – General Fund Capital

#### PROJECT DESCRIPTION

Pursue land purchase opportunities to grow Midpen's contiguous greenbelt in redwood forests. Purchase forested land in the upper Pescadero Watershed for protection of redwoods and fish habitat.

#### FY23 SCOPE

Project has not started yet.

#### FY24 SCOPE

Project has not started yet.

#### FY25 SCOPE

Complete purchase of redwood forest land in upper Oil Creek watershed.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	30,000	0	30,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$30,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	0	30,000	0	30,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$30,000</b>



**LAND ACQUISITION AND PRESERVATION**

**San Jose Water Company Lands  
Project #: VP22-003  
Fund: 40 – General Fund Capital**



**PROJECT DESCRIPTION**

Purchase property to facilitate future trail connections towards the west from Mt. Umunhum to Cathermole Road and Wrights Station Road. Work with San Jose Water to purchase as much property as they are willing to sell in the Los Gatos Creek Watershed.

**FY23 SCOPE**

Draft and execute all purchase related documents, secure Board approval and close escrow.

**FY24 SCOPE**

Project completed in prior fiscal year(s). Visitor & Field Services business line to manage the property.

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	30,000	0	0	0	30,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	30,000	0	0	0	30,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,000</b>



## LAND ACQUISITION AND PRESERVATION

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

#### PROJECT DESCRIPTION

Pursue land purchase as an addition to Sierra Azul Preserve. Purchase property near Mt Umunhum and Mt. Thayer.

#### FY23 SCOPE

Purchase land from willing sellers as opportunities present themselves.

#### FY24 SCOPE

Purchase land from willing sellers as opportunities present themselves.

#### FY25 SCOPE

Purchase land from willing sellers as opportunities present themselves.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	19,000	50,000	11,000	11,000	0	91,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$19,000</b>	<b>\$50,000</b>	<b>\$11,000</b>	<b>\$11,000</b>	<b>\$0</b>	<b>\$91,000</b>
Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	19,000	50,000	11,000	11,000	0	91,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$19,000</b>	<b>\$50,000</b>	<b>\$11,000</b>	<b>\$11,000</b>	<b>\$0</b>	<b>\$91,000</b>

**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.

**FY23 SCOPE**

Project deferred until FY24.

**FY24 SCOPE**

Execute agreement with Valley Water for them to use Midpen site for construction staging and then to build a parking lot for public use. Continue work with Native American group on protection of cultural site.

**FY25 SCOPE**

Monitor Valley Water's use of the site for construction staging.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	5,000	5,000	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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$10,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	5,000	5,000	0	10,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$10,000</b>

**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.

**FY23 SCOPE**

Continue to pursue land opportunities.

**FY24 SCOPE**

Continue to pursue land opportunities.

**FY25 SCOPE**

Continue to pursue land opportunities.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	22,000	22,000	22,000	22,000	0	88,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$0</b>	<b>\$88,000</b>
Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	22,000	22,000	22,000	22,000	0	88,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$22,000</b>	<b>\$0</b>	<b>\$88,000</b>

**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.

**FY23 SCOPE**

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

**FY24 SCOPE**

Project completed in prior fiscal year(s).

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	16,606	15,000	12,500	0	0	0	44,106
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
<b>Grand Total</b>	<b>\$16,606</b>	<b>\$15,000</b>	<b>\$62,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$94,106</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	16,606	15,000	62,500	0	0	0	94,106
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$16,606</b>	<b>\$15,000</b>	<b>\$62,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$94,106</b>





## LAND ACQUISITION AND PRESERVATION

### Districtwide Purchase Options and Low-value Land Fund

Project #: None

Fund: 40 – General Fund Capital

#### PROJECT DESCRIPTION

Budget allocations for purchase option funds to enter into purchase and sale agreements for other open space lands with property owners. These funds are also used for low-value land purchases under the general manager's purchasing authority, such as small parcels, public trail easements or patrol and maintenance access easements.

#### FY23 SCOPE

As low-value purchase opportunities become available, move to complete deals under the general manager's authority.

#### FY24 SCOPE

As low-value purchase opportunities become available, move to complete deals under the general manager's authority.

#### FY25 SCOPE

As low-value purchase opportunities become available, move to complete deals under the general manager's authority.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	100,000	100,000	300,000	300,000	0	800,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$0</b>	<b>\$800,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	100,000	100,000	300,000	300,000	0	800,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$0</b>	<b>\$800,000</b>

# Natural Resource Protection and Restoration



Project #	Project Name	Fiscal Year	FY23	FY24	FY25	3-Year Total	Page #
35012	Driscoll Ranch New Agricultural Well	FY23/FY24/FY25	\$90,000	\$28,500	\$54,500	\$173,000	78
35016	Toto Ranch New Agricultural Well(s)	FY23/FY24/FY25	85,000	42,500	14,000	141,500	79
61014	Bear Creek Stables Road Drainage Repairs	FY23	10,000	0	0	10,000	80
61017	Fuel Reduction Implementation	FY23/FY24/FY25	565,000	715,000	715,000	1,995,000	81
61023	Los Gatos Creek Watershed – Wildland Fire Resiliency	FY23/FY24/FY25	203,000	890,880	709,800	1,803,680	82
61024	Lobitos Creek Fencing	FY23/FY24	216,000	111,000	0	327,000	83
61028	SCC Forest Health & Wildfire – Wildland Fire Resiliency	FY23	325,000	0	0	325,000	84
61030	Toto Ranch Agricultural Plan	FY23/FY24	31,000	20,000	0	51,000	85
61031	Wildland Fire Resiliency Partnership Project	FY25	0	0	0*	0	86
80003-10	Wildland Fire Resiliency Program	FY23	328,000	0	0	328,000	87
80054	Badger/Burrowing Owl Habitat Assessment	FY23/FY24	9,200	4,000	0	13,200	88
80058	Districtwide Aquatic Habitat Assessment and eDNA Collection	FY23/FY24	130,000	120,000	0	250,000	89
80059	Groundwater Well Decommissioning	FY23/FY24/FY25	140,000	140,000	140,000	420,000	90
80063	Districtwide Vegetation Mapping	FY23	174,000	0	0	174,000	91
80065	IPM Implementation of Santa Clara Valley Water District Grant	FY23	200,000	0	0	200,000	92
80066	Amah Mutsun Land Trust Native Garden	FY23/FY24/FY25	50,000	100,000	50,000	200,000	93
80069	Mountain Lion Collaring Effort – Rancho San Antonio/Foothills Area Preserve	FY23/FY24/FY25	101,400	101,400	101,400	304,200	94
80070	Carbon Storage Study – Pilot Project, San Gregorio Watershed	FY23/FY24/FY25	25,000	30,000	20,000	75,000	95
80072	Irish Ridge Restoration	FY23/FY24/FY25	85,000	385,000	405,000	875,000	96
80073	Oversight of Lehigh Quarry Activities	FY23/FY24/FY25	193,000	18,000	18,000	229,000	97
80074	Science Advisory Panel	FY23/FY24/FY25	10,000	50,000	10,000	70,000	98
80075	Aquatic Habitats Climate Resiliency Plan	FY23/FY24/FY25	4,000	6,000	7,000	17,000	99
80076	CEQA Review for IPM Program	FY24/FY25	0	20,000	100,000	120,000	100
80077	Ethnobotanical Inventory for Tribal Partnerships	FY23/FY24/FY25	40,000	80,000	50,000	170,000	101
80078	Locally Sourced Native Seed Production Site	FY24/FY25	0	40,000	30,000	70,000	102
80079	Miramontes Ridge Reforestation	FY25	0	0	115,000	115,000	103
80080	Native Plant-Pollinator Demonstration Garden	FY25	0	0	40,000	40,000	104
80081	Pescadero Watershed Sediment Reduction Implementation	FY23/FY24/FY25	155,000	405,000	405,000	965,000	105
80082	San Gregorio Water Quality Improvement Plan	FY23/FY24/FY25	110,000	240,000	160,000	510,000	106

80083	Santa Cruz Kangaroo Rat Habitat and Population Management Project	FY23/FY24/FY25	190,000	45,000	60,000	295,000	107
80084	Remediation of Planting Sites	FY23/FY24/FY25	30,000	50,000	50,000	130,000	108
MAA01-006	Madonna Creek Fish, Water Supply and Bridge Replacement	FY23/FY24/FY25	175,870	215,757	396,968	788,595	109
MAA02-004	Stevens Creek Shoreline Nature Area Restoration	FY23/FY24/FY25	125,086	80,537	117,533	323,156	110
MAA03-002	Purisima Upland Site Clean up and Soil Remediation	FY23/FY24	143,647	511,119	0	654,766	111
MAA03-007	Purisima-to-the-Sea Habitat Enhancement and Water Supply Improvement Plan	FY23/FY24/FY25	107,794	449,101	11,779	568,674	112
MAA03-011	Lobitos Creek Fisheries Restoration	FY23/FY24/FY25	103,169	163,508	130,733	397,410	113
MAA05-010	Restoration Forestry Demonstration Project	FY23/FY24/FY25	366,224	275,199	1,092,605	1,734,028	114
MAA05-011	Lone Madrone Ranch Fence Installation	FY23/FY24	128,250	66,000	0	194,250	115
MAA05-014	Lone Madrone Corrals	FY25	0	0	57,000	57,000	116
MAA07-008	Lower Turtle Pond Repair	FY23/FY24/FY25	13,794	191,878	100,000	305,672	117
MAA13-001	Cloverdale – Infrastructure Upgrades and Improvements	FY24/FY25	0	70,000	40,000	110,000	118
MAA13-002	Cloverdale Road and Trail Renovation	FY25	0	0	0*	0	119
MAA20-001	Wildlife Corridor: Highway 17 Crossing	FY23/FY24/FY25	304,656	829,250	1,013,529	2,147,435	120
MAA21-007	Bear Creek Redwoods Preserve Plan: Invasive Weed Treatment and Restoration	FY23/FY24	109,642	109,111	0	218,753	121
MAA21-010	Bear Creek Redwoods Landfill Characterization and Remediation	FY23/FY24	113,642	175,000	0	288,642	122
VP22-001	Alma Bridge Road Newt Passage	FY23	230,000	0	0	230,000	123
VP22-002	Alma Bridge Road Wildlife Passage	FY24/FY25	0	735,000	1,035,000	1,770,000	124
<b>Total</b>			<b>\$5,421,374</b>	<b>\$7,513,740</b>	<b>\$7,249,847</b>	<b>\$20,184,961</b>	

\*Scope yet to be defined, budget will be added later.

## SUPPORTING PROJECTS

Project Name	Project Purpose	Lead Department	Fiscal Year
Agricultural Policy	Establish a comprehensive agricultural policy to guide future District activities.	Natural Resources	FY23
Drought Response and Resiliency Plan	Prepare for drought and identify drought resiliency measures.	Natural Resources	FY23/FY24
Water Quality Monitoring Program	Monitor water quality in support of District land management and ecosystems.	Natural Resources	FY23/FY24/ FY25

**Driscoll Ranch New Agricultural Well**  
**Project #: 35012**  
**Fund: 40 – General Fund Capital**



**PROJECT DESCRIPTION**

Provide new source of water for agricultural use at Driscoll Ranch to replace existing creek diversion. Drilling and installation of a new agricultural water well in Driscoll Ranch. The new well will replace the existing creek diversion and tie into existing water distribution lines and tanks.

**FY23 SCOPE**

Determine the feasibility and construction process of drilling new agricultural well. Prepare design and begin permitting and environment review.

**FY24 SCOPE**

Secure permits, prepare bid package and solicit a Request for Bids.

**FY25 SCOPE**

Complete construction.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	15,000	5,000	5,000	0	25,000
8202–Environmental/Planning Services	0	0	15,000	7,500	8,000	0	30,500
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	5,000	5,000	3,000	0	13,000
8205–Construction	0	0	55,000	11,000	38,500	0	104,500
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$90,000</b>	<b>\$28,500</b>	<b>\$54,500</b>	<b>\$0</b>	<b>\$173,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	90,000	28,500	54,500	0	173,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$90,000</b>	<b>\$28,500</b>	<b>\$54,500</b>	<b>\$0</b>	<b>\$173,000</b>

**Toto Ranch New Agricultural Well(s)**  
**Project #: 35016**  
**Fund: 40 – General Fund Capital**



**PROJECT DESCRIPTION**

Drilling and installation of a new agricultural water well in Toto Ranch. The new well will replace two existing shallow wells which do not produce sufficient water.

**FY23 SCOPE**

Determine the feasibility and construction process of drilling two new agricultural wells. Prepare design plans and begin permitting and complete environment review.

**FY24 SCOPE**

Secure permits and prepare bid package. Solicit a Request for Bids and enter into contract. Initiate construction.

**FY25 SCOPE**

Complete construction.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	10,000	5,000	0	0	15,000
8202–Environmental/Planning Services	0	0	15,000	5,000	0	0	20,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	5,000	5,000	3,000	0	13,000
8205–Construction	0	0	55,000	27,500	11,000	0	93,500
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$85,000</b>	<b>\$42,500</b>	<b>\$14,000</b>	<b>\$0</b>	<b>\$141,500</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	85,000	42,500	14,000	0	141,500
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$85,000</b>	<b>\$42,500</b>	<b>\$14,000</b>	<b>\$0</b>	<b>\$141,500</b>



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



**PROJECT DESCRIPTION**

Assess drainage and erosion concerns from arena area of Bear Creek Stables onto the old road cut below paddock area. Assess old road to determine feasibility of retaining as trail width or removing. Revegetate as necessary to improve riparian conditions.

**FY23 SCOPE**

Monitor plant revegetation work.

**FY24 SCOPE**

Project completed in prior fiscal year(s).

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	10,026	30,000	10,000	0	0	0	50,026
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
<b>Grand Total</b>	<b>\$10,026</b>	<b>\$30,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$50,026</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$10,026	\$30,000	\$10,000	\$0	\$0	\$0	\$50,026
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
<b>Grand Total</b>	<b>\$10,026</b>	<b>\$30,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$50,026</b>

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



**PROJECT DESCRIPTION**

Improve wildfire resiliency and protection of Midpen preserves. Implement fuel reduction work outlined in vegetation management plan to reduce fuels that contribute to wildfire risks.

**FY23 SCOPE**

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

**FY24 SCOPE**

Continue fuel reduction work outlined in vegetation management plan to reduce fuels that contribute to wildfire risks. May need to split into additional projects.

**FY25 SCOPE**

Continue fuel reduction work outlined in vegetation management plan to reduce fuels that contribute to wildfire risks. May need to split into additional projects.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	115,175	306,500	565,000	715,000	715,000	0	2,416,675
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
<b>Grand Total</b>	<b>\$115,175</b>	<b>\$306,500</b>	<b>\$565,000</b>	<b>\$715,000</b>	<b>\$715,000</b>	<b>\$0</b>	<b>\$2,416,675</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$115,175	\$306,500	\$565,000	\$715,000	\$715,000	\$0	\$2,416,675
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
<b>Grand Total</b>	<b>\$115,175</b>	<b>\$306,500</b>	<b>\$565,000</b>	<b>\$715,000</b>	<b>\$715,000</b>	<b>\$0</b>	<b>\$2,416,675</b>



# Los Gatos Creek Watershed – Wildland Fire Resiliency

Project #: 61023

Fund: 10 – General Fund Operating



## PROJECT DESCRIPTION

Implement the Wildland Fire Resiliency Program by securing funding to complete ecologically sensitive vegetation management to reduce fuel loads and lessen wildfire risk (including areas with extremely high infestation of Sudden Oak Death).

### FY23 SCOPE

If funding is successful, implement second year of fuel treatments, which includes both mechanical and manual treatment options. Implement first year of the fuel treatments/ habitat restoration plan at Bear Creek Redwoods OSP. Complete the fuel treatments/habitat restoration plan and permitting at Cathedral Oaks.

### FY24 SCOPE

Implement year three of fuel treatments, which includes both mechanical and manual treatment options. Implement second year of the fuel treatments/habitat restoration plan at Bear Creek Redwoods OSP. Implement first year of the fuel treatment/habitat restoration plan at Cathedral Oaks.

### FY25 SCOPE

Implement year 4 of fuel treatments, which includes both mechanical and manual treatment options. Implement third year of the fuel treatment/habitat restoration plan at Bear Creek Redwoods. Implement second year of the fuel treatment/habitat restoration plan at Cathedral Oaks.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$7,000	\$44,000	\$45,000	\$44,000	\$0	\$140,000
5000-7000–Service & Supplies	0	156,705	159,000	845,880	665,800	0	1,827,385
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$163,705</b>	<b>\$203,000</b>	<b>\$890,880</b>	<b>\$709,800</b>	<b>\$0</b>	<b>\$1,967,385</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$163,705	\$(97,000)	\$65,880	\$334,800	\$0	\$467,385
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	300,000	825,000	375,000	0	1,500,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$163,705</b>	<b>\$203,000</b>	<b>\$890,880</b>	<b>\$709,800</b>	<b>\$0</b>	<b>\$1,967,385</b>



**NATURAL RESOURCE PROTECTION AND RESTORATION**

**Lobitos Creek Fencing  
Project #: 61024  
Fund: 40 – General Fund Capital**



**PROJECT DESCRIPTION**

Extend a southern fence line along Lobitos creek to protect the riparian area from cattle access.

**FY23 SCOPE**

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

**FY24 SCOPE**

Finalize permits. Prepare bid package, issue Request for Bids, and complete construction.

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	15,000	10,000	0	0	25,000
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	201,000	101,000	0	0	302,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$216,000</b>	<b>\$111,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$327,000</b>
Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	216,000	111,000	0	0	327,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$216,000</b>	<b>\$111,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$327,000</b>



SCC Forest Health & Wildfire – Wildland Fire Resiliency  
 Project #: 61028  
 Fund: 10 – General Fund Operating



**PROJECT DESCRIPTION**

Secure funding to complete ecologically sensitive vegetation management to reduce fuel loads and lessen wildfire risk.

**FY23 SCOPE**

Continue to implement fuel treatments, which includes both mechanical and manual treatment options. Final field work needs to be completed in September 2022. Final grant paperwork submitted by December 2022. Potential to secure additional grants.

**FY24 SCOPE**

Unless additional grants are secured, project will have been completed in prior fiscal year(s).

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$300,000	\$175,000	\$0	\$0	\$0	\$475,000
5000-7000–Service & Supplies	0	373,500	150,000	0	0	0	523,500
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$673,500</b>	<b>\$325,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$998,500</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$637,500	\$(39,000)	\$0	\$0	\$0	\$598,500
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	36,000	364,000	0	0	0	400,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$673,500</b>	<b>\$325,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$998,500</b>

**NATURAL RESOURCE PROTECTION AND RESTORATION**

**Toto Ranch Agricultural Plan  
Project #: 61030  
Fund: 10 – General Fund Operating**



**PROJECT DESCRIPTION**

Develop a sustainable agricultural plan for Toto Ranch. Agricultural plan will be used to establish an agricultural lease with the tenants at the Toto Ranch.

**FY23 SCOPE**

Prepare a RFP to solicit and hire an agricultural consultant to inform the agricultural plan and lease.

**FY24 SCOPE**

Utilize the consultant's findings to prepare the agricultural plan and lease with the current tenants.

**FY25 SCOPE**

Finalize and execute agricultural lease agreement.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	31,000	20,000	0	0	51,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$31,000</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$51,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$31,000	\$20,000	\$0	\$0	\$51,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$31,000</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$51,000</b>



**Wildland Fire Resiliency Partnership Project**  
**Project #: 61031**  
**Fund: 10 – General Fund Operating**



**PROJECT DESCRIPTION**

Leverage partnerships to secure wildland fire grant funding. Budget is TBD based on estimates that will be developed in FY23 and FY24 when more information is collected.

**FY23 SCOPE**

Project has not started yet.

**FY24 SCOPE**

Project has not started yet.

**FY25 SCOPE**

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

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

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



**PROJECT DESCRIPTION**

Develop a robust and comprehensive wildland fire program for Midpen lands for ongoing fire and climate resiliency to protect public open space lands, habitat values, and sensitive natural resources. Hire consultants to design program and prepare environmental review.

**FY23 SCOPE**

Continue and complete phase 2 of the Wildland Fire Resiliency Program (prescribed burn element), including all CEQA requirements.

**FY24 SCOPE**

Project completed in prior fiscal year(s).

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	669,259	43,000	328,000	0	0	0	1,040,259
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
<b>Grand Total</b>	<b>\$669,259</b>	<b>\$43,000</b>	<b>\$328,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,040,259</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$669,259	\$43,000	\$328,000	\$0	\$0	\$0	\$1,040,259
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
<b>Grand Total</b>	<b>\$669,259</b>	<b>\$43,000</b>	<b>\$328,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,040,259</b>



**Badger/Burrowing Owl Habitat Assessment**  
**Project #: 80054**  
**Fund: 10 – General Fund Operating**



**PROJECT DESCRIPTION**

Prepare a management plan of grasslands and upland habitat to protect and sustain badger and burrowing owl populations. Present project results to Midpen staff and regional wildlife community. Project involves genetic studies to determine viability of badger population(s).

**FY23 SCOPE**

Prepare a manuscript and submit for review and publication in scientific journal(s). Engage with neighboring partners to build regional management and conservation goals.

**FY24 SCOPE**

Continue engagement with regional partners.

**FY25 SCOPE**

TBD based on future Board feedback or management needs.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	187,566	44,239	9,200	4,000	0	0	245,005
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
<b>Grand Total</b>	<b>\$187,566</b>	<b>\$44,239</b>	<b>\$9,200</b>	<b>\$4,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$245,005</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$187,566	\$44,239	\$9,200	\$4,000	\$0	\$0	\$245,005
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
<b>Grand Total</b>	<b>\$187,566</b>	<b>\$44,239</b>	<b>\$9,200</b>	<b>\$4,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$245,005</b>

**NATURAL RESOURCE PROTECTION AND RESTORATION****Districtwide Aquatic Habitat Assessment and eDNA Collection****Project #: 80058****Fund: 10 – General Fund Operating****PROJECT DESCRIPTION**

Understand Districtwide aquatic habitat distribution and resident species composition to inform management and protection of these habitats. Complete aquatic surveys for multiple species at multiple locations and compile report of findings.

**FY23 SCOPE**

Complete first year surveys and preliminary report.

**FY24 SCOPE**

Conduct year 2 surveys and produce a final report.

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	130,000	120,000	0	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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$130,000</b>	<b>\$120,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$250,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$130,000	\$120,000	\$0	\$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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$130,000</b>	<b>\$120,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$250,000</b>

**NATURAL RESOURCE PROTECTION AND RESTORATION**

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

**PROJECT DESCRIPTION**

Prevent groundwater contamination by sealing unused and abandoned wells.

**FY23 SCOPE**

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

**FY24 SCOPE**

Obtains permits and hire a contractor to assess and decommission wells, location TBD.

**FY25 SCOPE**

Obtains permits and hire a contractor to assess and decommission wells, location TBD.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	10,000	10,000	10,000	0	30,000
8202–Environmental/Planning Services	0	5,000	15,000	15,000	15,000	0	50,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	53	0	5,000	5,000	5,000	0	15,053
8205–Construction	48,506	102,230	110,000	110,000	110,000	0	480,736
<b>Grand Total</b>	<b>\$48,559</b>	<b>\$107,230</b>	<b>\$140,000</b>	<b>\$140,000</b>	<b>\$140,000</b>	<b>\$0</b>	<b>\$575,789</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	48,559	107,230	140,000	140,000	140,000	0	575,789
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$48,559</b>	<b>\$107,230</b>	<b>\$140,000</b>	<b>\$140,000</b>	<b>\$140,000</b>	<b>\$0</b>	<b>\$575,789</b>



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



**PROJECT DESCRIPTION**

To inform management of Midpen preserves and support regional efforts to build seamless mapping and data, collaborate with the Golden Gate National Parks Conservancy to quantify vegetation changes and fuels at a landscape scale. 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.

**FY23 SCOPE**

Integrate final deliverables into Midpen's Enterprise GIS database.

**FY24 SCOPE**

Project completed in prior fiscal year(s).

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	120,000	48,000	174,000	0	0	0	342,000
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
<b>Grand Total</b>	<b>\$120,000</b>	<b>\$48,000</b>	<b>\$174,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$342,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$120,000	\$48,000	\$174,000	\$0	\$0	\$0	\$342,000
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
<b>Grand Total</b>	<b>\$120,000</b>	<b>\$48,000</b>	<b>\$174,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$342,000</b>



# IPM Implementation of Santa Clara Valley Water District Grant

Project #: 80065

Fund: 10 – General Fund Operating



## PROJECT DESCRIPTION

Expand scope of Valley Water IPM grant to include invasive plant removal at 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.

### FY24 SCOPE

Project completed in prior fiscal year(s).

### FY25 SCOPE

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	183,423	200,000	200,000	0	0	0	583,423
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
<b>Grand Total</b>	<b>\$183,423</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$583,423</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$61,485	\$0	\$195,706	\$0	\$0	\$0	\$257,191
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	121,938	200,000	4,294	0	0	0	326,232
<b>Grand Total</b>	<b>\$183,423</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$583,423</b>

**NATURAL RESOURCE PROTECTION AND RESTORATION**

**Amah Mutsun Land Trust Native Garden**

**Project #: 80066**

**Fund: 10 – General Fund Operating**



**PROJECT DESCRIPTION**

To strengthen partnership and restoration efforts at Mount Umunhum, support Amah Mutsun Land Trust efforts to implement a culturally significant native plant demonstration garden.

**FY23 SCOPE**

Collaborate with Amah Mutsun Land Trust staff to create site plans, obtain permits, and conduct CEQA analysis for the native habitat garden.

**FY24 SCOPE**

Prepare the site and install plantings of culturally significant native species.

**FY25 SCOPE**

Implement site establishment activities (e.g., watering, weeding, and replacement plantings), as necessary.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	50,000	100,000	50,000	0	200,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$100,000</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$200,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$50,000	\$100,000	\$50,000	\$0	\$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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$100,000</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$200,000</b>



**NATURAL RESOURCE PROTECTION AND RESTORATION**

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

**PROJECT DESCRIPTION**

Track mountain lion use of Santa Clara Foothills Preserves (focus on Rancho San Antonio) to inform wildlife management and public use decisions that are protective of wildlife and reduce potential conflicts.

**FY23 SCOPE**

Receive second year status report and prepare findings, continue ongoing research. Develop framework for, and implement, behavioral modification research.

**FY24 SCOPE**

Receive third year status report, conduct effectiveness monitoring and ongoing research. Begin data analysis phase.

**FY25 SCOPE**

Develop draft Human Mountain Lion Interaction Management Plan to reduce potential conflicts with mountain lions in high visitor use areas and refine recommendations.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	56,148	100,000	101,400	101,400	101,400	0	460,348
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
<b>Grand Total</b>	<b>\$56,148</b>	<b>\$100,000</b>	<b>\$101,400</b>	<b>\$101,400</b>	<b>\$101,400</b>	<b>\$0</b>	<b>\$460,348</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$56,148	\$100,000	\$101,400	\$101,400	\$101,400	\$0	\$460,348
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
<b>Grand Total</b>	<b>\$56,148</b>	<b>\$100,000</b>	<b>\$101,400</b>	<b>\$101,400</b>	<b>\$101,400</b>	<b>\$0</b>	<b>\$460,348</b>

**NATURAL RESOURCE PROTECTION AND RESTORATION****Carbon Storage Study – Pilot Project, San Gregorio Watershed****Project #: 80070****Fund: 10 – General Fund Operating****PROJECT DESCRIPTION**

Refine the District's understanding of carbon sequestration and storage in the San Gregorio Watershed, and explore the potential for projects to increase resilience of carbon stocks in the long-term.

**FY23 SCOPE**

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

**FY24 SCOPE**

Design and secure permits for a carbon resilience and/or sequestration project (TBD).

**FY25 SCOPE**

Implement the carbon resilience and/or sequestration project (TBD).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	50,000	25,000	30,000	20,000	0	125,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$25,000</b>	<b>\$30,000</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$125,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$50,000	\$25,000	\$30,000	\$20,000	\$0	\$125,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$25,000</b>	<b>\$30,000</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$125,000</b>

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



**PROJECT DESCRIPTION**

Restore habitat on the Irish Ridge property. Plan, permit and implement habitat restoration for special status species, as well as climate change and wildland fire resiliency.

**FY23 SCOPE**

Complete the habitat restoration plan and permitting.

**FY24 SCOPE**

Implement first year of the habitat restoration plan.

**FY25 SCOPE**

Implement second year of the habitat restoration plan.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	42,725	85,000	385,000	405,000	355,000	1,272,725
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$42,725</b>	<b>\$85,000</b>	<b>\$385,000</b>	<b>\$405,000</b>	<b>\$355,000</b>	<b>\$1,272,725</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$42,725	\$85,000	\$385,000	\$405,000	\$355,000	\$1,272,725
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$42,725</b>	<b>\$85,000</b>	<b>\$385,000</b>	<b>\$405,000</b>	<b>\$355,000</b>	<b>\$1,272,725</b>

## NATURAL RESOURCE PROTECTION AND RESTORATION

### Oversight of Lehigh Quarry Activities

Project #: 80073

Fund: 10 – General Fund Operating

#### PROJECT DESCRIPTION

Protect Midpen interests throughout the Lehigh Quarry Reclamation Plan Review process and related activities.

#### FY23 SCOPE

As needed, continue to work with partners, stakeholders, county and Lehigh to maximize protection of District interests. Monitor Ridgeline Easement and report results to Santa Clara County.

#### FY24 SCOPE

As needed, continue to work with partners, stakeholders, county and Lehigh to maximize protection of District interests. Monitor Ridgeline Easement and report results to Santa Clara County.

#### FY25 SCOPE

As needed, continue to work with partners, stakeholders, county and Lehigh to maximize protection of District interests. Monitor Ridgeline Easement and report results to Santa Clara County.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	66,442	193,000	18,000	18,000	0	295,442
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$66,442</b>	<b>\$193,000</b>	<b>\$18,000</b>	<b>\$18,000</b>	<b>\$0</b>	<b>\$295,442</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$66,442	\$193,000	\$18,000	\$18,000	\$0	\$295,442
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$66,442</b>	<b>\$193,000</b>	<b>\$18,000</b>	<b>\$18,000</b>	<b>\$0</b>	<b>\$295,442</b>

Science Advisory Panel  
 Project #: 80074  
 Fund: 10 – General Fund Operating

**PROJECT DESCRIPTION**

Seek science-based findings from a Scientific Advisory Panel to help inform Midpen land management decisions.

**FY23 SCOPE**

Collaborate with Stanford University/Jasper Ridge Biological Preserve to develop a scope of work for a shared post-doc to implement landscape monitoring recommendations. SAP recommendations for Grazing topic are incorporated into other projects. Other recommendations to be further considered and folded into best practices, as appropriate, by District staff.

**FY24 SCOPE**

Pending Board approval and staff capacity, consider researching new topic with the SAP.

**FY25 SCOPE**

Pending Board approval and staff capacity, consider researching new topic with the SAP.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	81,968	10,000	50,000	10,000	0	151,968
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$81,968</b>	<b>\$10,000</b>	<b>\$50,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$151,968</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$81,968	\$10,000	\$50,000	\$10,000	\$0	\$151,968
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$81,968</b>	<b>\$10,000</b>	<b>\$50,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$151,968</b>



**NATURAL RESOURCE PROTECTION AND RESTORATION**

**Aquatic Habitats Climate Resiliency Plan**  
**Project #: 80075**  
**Fund: 10 – General Fund Operating**



**PROJECT DESCRIPTION**

Develop a strategic plan for assessing, measuring and adapting aquatic habitats to improve resiliency to drought and climate change to promote special status species and ecosystem function.

**FY23 SCOPE**

Refine the project scope and gather a limited subset of required data to validate approach and methodologies.

**FY24 SCOPE**

Develop planning documents to guide project implementation.

**FY25 SCOPE**

Receive peer review on documentation and methodologies.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	4,000	6,000	7,000	0	17,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,000</b>	<b>\$6,000</b>	<b>\$7,000</b>	<b>\$0</b>	<b>\$17,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$4,000	\$6,000	\$7,000	\$0	\$17,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,000</b>	<b>\$6,000</b>	<b>\$7,000</b>	<b>\$0</b>	<b>\$17,000</b>



**NATURAL RESOURCE PROTECTION AND RESTORATION**

**CEQA Review for IPM Program**  
**Project #: 80076**  
**Fund: 10 – General Fund Operating**

**PROJECT DESCRIPTION**

Ten-year review of the IPM Program. Update the Project Description and confirm and/or update original CEQA findings.

**FY23 SCOPE**

Project not yet started.

**FY24 SCOPE**

Conduct internal review and stakeholder meetings on program updates.

**FY25 SCOPE**

Finalize CEQA and approve project.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	20,000	100,000	0	120,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$120,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$20,000	\$100,000	\$0	\$120,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$120,000</b>

Ethnobotanical Inventory for Tribal Partnerships  
 Project #: 80077  
 Fund: 10 – General Fund Operating



**PROJECT DESCRIPTION**

Partner with local tribes and support traditional ecological knowledge land practices.

**FY23 SCOPE**

Conduct outreach to local Native American descendants and tribes on potential ethnobotanical partnership. Identify tribal capacity and contract with ethnobotanists to assist with partnership development.

**FY24 SCOPE**

With tribes and consultants, inventory lands identified as culturally significant and desirable for traditional ecological knowledge practices.

**FY25 SCOPE**

Issue permits for gathering and collection to interested parties.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	40,000	80,000	50,000	0	170,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$80,000</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$170,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$40,000	\$80,000	\$50,000	\$0	\$170,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$80,000</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$170,000</b>



**NATURAL RESOURCE PROTECTION AND RESTORATION**

**Locally Sourced Native Seed Production Site**  
**Project #: 80078**  
**Fund: 10 – General Fund Operating**



**PROJECT DESCRIPTION**

Increase locally-sourced seed production for revegetation, including restoration and/or mitigation projects.

**FY23 SCOPE**

Project has not started yet.

**FY24 SCOPE**

Initiate technical assessments.

**FY25 SCOPE**

Initiate feasibility study and explore permitting requirements.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	40,000	30,000	20,000	90,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$30,000</b>	<b>\$20,000</b>	<b>\$90,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$40,000	\$30,000	\$20,000	\$90,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$30,000</b>	<b>\$20,000</b>	<b>\$90,000</b>

**NATURAL RESOURCE PROTECTION AND RESTORATION**

**Miramontes Ridge Reforestation  
Project #: 80079  
Fund: 10 – General Fund Operating**



**PROJECT DESCRIPTION**

Implement Ecosystem Resiliency through reforestation near Hwy 35.

**FY23 SCOPE**

Project has not started yet.

**FY24 SCOPE**

Project has not started yet.

**FY25 SCOPE**

Develop the reforestation habitat restoration plan and prepare CEQA review.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	115,000	150,000	265,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$115,000</b>	<b>\$150,000</b>	<b>\$265,000</b>
Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$115,000	\$150,000	\$265,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$115,000</b>	<b>\$150,000</b>	<b>\$265,000</b>



**Native Plant-Pollinator Demonstration Garden**  
**Project #: 80080**  
**Fund: 40 – General Fund Capital**



**PROJECT DESCRIPTION**

In partnership with Grassroots Ecology, create a native plant pollinator demonstration garden at Rancho San Antonio to provide education to visitors about the intrinsic connections between insects and native plants.

**FY23 SCOPE**

Project has not started yet.

**FY24 SCOPE**

Project has not started yet.

**FY25 SCOPE**

Develop a project description and start CEQA/permitting.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	40,000	10,000	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	201,000	201,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$211,000</b>	<b>\$251,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	0	40,000	211,000	251,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$211,000</b>	<b>\$251,000</b>

## NATURAL RESOURCE PROTECTION AND RESTORATION

## Pescadero Watershed Sediment Reduction Implementation

Project #: 80081

Fund: 40 – General Fund Capital

## PROJECT DESCRIPTION

Comply with San Francisco Regional Water Quality Control Board regulations of the Total Maximum Daily Load for sediment in the Pescadero-Butano Watershed. Identify and then address high priority sediment sources along road and trails in Skyline Ridge and Long Ridge Open Space Preserve. Implementation will be conducted over a long term period, beginning in FY23, depending on the results of the FY22 study and plan.

## FY23 SCOPE

Begin conceptual designs for several of the highest priority sites.

## FY24 SCOPE

Complete 60% designs and begin permitting for highest priority sites.

## FY25 SCOPE

Begin conceptual designs for additional high priority sites and begin construction if permits are issued.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	120,000	120,000	120,000	0	360,000
8202–Environmental/Planning Services	0	0	35,000	35,000	35,000	0	105,000
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	250,000	250,000	0	500,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$155,000</b>	<b>\$405,000</b>	<b>\$405,000</b>	<b>\$0</b>	<b>\$965,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	155,000	405,000	405,000	0	965,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$155,000</b>	<b>\$405,000</b>	<b>\$405,000</b>	<b>\$0</b>	<b>\$965,000</b>

**San Gregorio Water Quality Improvement Plan**  
**Project #: 80082**  
**Fund: 10 – General Fund Operating**



**PROJECT DESCRIPTION**

Address the sediment reduction goals set by the San Francisco Regional Water Quality Control Board’s Water Quality Improvement Plan for the San Gregorio Watershed. Implementation will be conducted over a long term period, beginning in FY24, depending on the results of the FY23 study and plan.

**FY23 SCOPE**

Conduct a study to identify high priority sites.

**FY24 SCOPE**

Begin conceptual designs for several of the highest priority sites.

**FY25 SCOPE**

Complete 60% designs and begin permitting for highest priority sites.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	110,000	240,000	160,000	0	510,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$110,000</b>	<b>\$240,000</b>	<b>\$160,000</b>	<b>\$0</b>	<b>\$510,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$110,000	\$240,000	\$160,000	\$0	\$510,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$110,000</b>	<b>\$240,000</b>	<b>\$160,000</b>	<b>\$0</b>	<b>\$510,000</b>



**NATURAL RESOURCE PROTECTION AND RESTORATION**

**Santa Cruz Kangaroo Rat Habitat and Population Management Project**

**Project #: 80083**

**Fund: 10 – General Fund Operating**



**PROJECT DESCRIPTION**

Assess habitat and support genetic research to inform the development of a habitat and population management plan (HPMP). The HPMP will identify opportunities for site-specific enhancements to increase species resiliency of Santa Cruz kangaroo rat.

**FY23 SCOPE**

Conduct a habitat assessment and rare plant surveys in Sierra Azul. Support genetic research and development of a range-wide monitoring program. Incorporate findings into an RPFQ for the creation of a Habitat and Population Management Plan.

**FY24 SCOPE**

Develop a Habitat and Population Management Plan, complete CEQA and submit permit applications.

**FY25 SCOPE**

Finalize permits and initiate habitat enhancements.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	190,000	45,000	60,000	1,302,000	1,597,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$190,000</b>	<b>\$45,000</b>	<b>\$60,000</b>	<b>\$1,302,000</b>	<b>\$1,597,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$190,000	\$45,000	\$60,000	\$1,302,000	\$1,597,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$190,000</b>	<b>\$45,000</b>	<b>\$60,000</b>	<b>\$1,302,000</b>	<b>\$1,597,000</b>



**Remediation of Planting Sites**  
**Project #: 80084**  
**Fund: 10 – General Fund Operating**



**PROJECT DESCRIPTION**

Oregon State University to provide remediation recommendations for restoration sites contaminated with soil pathogens and preventative strategies for future restoration projects. Staff to then identify remedial actions to pursue based on capacity, costs, and other factors to manage for Phytophthora and protect the natural resources.

**FY23 SCOPE**

Hire consultant to assist with development of District Phytophthora Remediation Plan.

**FY24 SCOPE**

Implement first year of remediation of restoration sites contaminated with soil pathogens.

**FY25 SCOPE**

Implement second year of remediation of restoration sites contaminated with soil pathogens.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	30,000	50,000	50,000	0	130,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$130,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$30,000	\$50,000	\$50,000	\$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	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$130,000</b>

**NATURAL RESOURCE PROTECTION AND RESTORATION**

**Madonna Creek Fish, Water Supply and Bridge Replacement**

**Project #: MAA01-006**

**Fund: 30 – Measure AA Capital**



**PROJECT DESCRIPTION**

Restore fish passage on Madonna Creek, provide alternative water supply to agricultural operations, and replace access bridges across Madonna Creek to enhance fisheries and habitat conditions.

**FY23 SCOPE**

Develop alternative water supply concepts, concept designs for habitat improvements, and designs for any structural improvements to spillways.

**FY24 SCOPE**

Finalize designs, seek grant funding, and begin submitting for permits.

**FY25 SCOPE**

Finalize permits and grant sources. Initiate construction phase.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$6,150	\$5,870	\$5,757	\$6,968	\$0	\$24,745
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	90,000	170,000	210,000	140,000	0	610,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$96,150</b>	<b>\$175,870</b>	<b>\$215,757</b>	<b>\$396,968</b>	<b>\$0</b>	<b>\$884,745</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	96,150	175,870	215,757	396,968	0	884,745
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$96,150</b>	<b>\$175,870</b>	<b>\$215,757</b>	<b>\$396,968</b>	<b>\$0</b>	<b>\$884,745</b>



**Stevens Creek Shoreline Nature Area Restoration**  
**Project #: MAA02-004**  
**Fund: 30 – Measure AA Capital**



**PROJECT DESCRIPTION**

Make phased improvements and infrastructure changes to District parcel that align with regional shoreline resiliency planning.

**FY23 SCOPE**

Distribute material on dry pond bottom, thin vegetation, explore predator activity onsite and options to control, and coordinate ongoing monitoring with local partners. Establish education and outreach opportunities. Continue communication and coordination toward phase 2: water control infrastructure changes.

**FY24 SCOPE**

Continue site enhancements, monitoring and progress toward Phase 2.

**FY25 SCOPE**

Continue site enhancements, monitoring and progress toward Phase 2.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$15,086	\$15,537	\$17,533	\$0	\$48,156
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	35,000	0	35,000
8202–Environmental/Planning Services	0	0	110,000	65,000	65,000	0	240,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$125,086</b>	<b>\$80,537</b>	<b>\$117,533</b>	<b>\$0</b>	<b>\$323,156</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	125,086	80,537	117,533	0	323,156
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$125,086</b>	<b>\$80,537</b>	<b>\$117,533</b>	<b>\$0</b>	<b>\$323,156</b>

**NATURAL RESOURCE PROTECTION AND RESTORATION**

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



**PROJECT DESCRIPTION**

Complete site clean up and soil remediation around existing empty oil tank to protect natural resource values.

**FY23 SCOPE**

Finalize the Remediation Plan, complete CEQA, and obtain County permits for the project.

**FY24 SCOPE**

Remediate former oil facility and other areas, cleanup debris, and install erosion control as needed.

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$18,104	\$6,087	\$6,647	\$6,119	\$0	\$0	\$36,957
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	65,571	0	0	0	0	0	65,571
8201–Architect/Engineering Services	70,289	44,555	50,000	60,000	0	0	224,844
8202–Environmental/Planning Services	54,624	0	60,000	0	0	0	114,624
8203–Inspection/Construction Monitoring	30,820	50,000	25,000	45,000	0	0	150,820
8204–Permitting Fees	7,196	0	0	0	0	0	7,196
8205–Construction	2,045	0	2,000	400,000	0	0	404,045
<b>Grand Total</b>	<b>\$248,649</b>	<b>\$100,642</b>	<b>\$143,647</b>	<b>\$511,119</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,004,057</b>
Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	248,649	100,642	66,167	511,119	0	0	926,577
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	77,480	0	0	0	77,480
<b>Grand Total</b>	<b>\$248,649</b>	<b>\$100,642</b>	<b>\$143,647</b>	<b>\$511,119</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,004,057</b>



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



**PROJECT DESCRIPTION**

Develop Pond Management Plan for Purisima-to-the-Sea properties to enhance pond habitat for native wildlife and improve water supply source that supports the conservation grazing program.

**FY23 SCOPE**

Complete design and begin permitting.

**FY24 SCOPE**

Finalize permits and prepare for construction.

**FY25 SCOPE**

Proceed with construction phase.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$2,794	\$4,101	\$1,779	\$0	\$8,674
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	0	0	60,000	20,000	0	0	80,000
8202–Environmental/Planning Services	0	0	45,000	25,000	0	0	70,000
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	10,000	0	410,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$107,794</b>	<b>\$449,101</b>	<b>\$11,779</b>	<b>\$0</b>	<b>\$568,674</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	107,794	154,101	1,779	0	263,674
40–General Fund Capital	0	0	0	295,000	10,000	0	305,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$107,794</b>	<b>\$449,101</b>	<b>\$11,779</b>	<b>\$0</b>	<b>\$568,674</b>

## NATURAL RESOURCE PROTECTION AND RESTORATION

### Lobitos Creek Fisheries Restoration

Project #: MAA03-011

Fund: 30 – Measure AA Capital

#### PROJECT DESCRIPTION

Restore fish passage to the Lobitos Creek watershed through improvements on Highway 1 (Caltrans) and Lobitos Creek Road (San Mateo County).

#### FY23 SCOPE

Hire a consultant to collect topographic, habitat, and other data to inform a high level conceptual design and rough cost estimate for fish passage improvements across Highway 1.

#### FY24 SCOPE

Utilize concept design and estimated cost to begin discussions with Caltrans on the design development process. Identify lead agency and scope out CEQA review process.

#### FY25 SCOPE

After securing Caltrans support, begin detailed designs for Highway 1 fish passage project.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$3,169	\$3,508	\$5,733	\$0	\$12,410
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	100,000	100,000	100,000	0	300,000
8202–Environmental/Planning Services	0	0	0	60,000	25,000	0	85,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$103,169</b>	<b>\$163,508</b>	<b>\$130,733</b>	<b>\$0</b>	<b>\$397,410</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	103,169	163,508	130,733	0	397,410
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$103,169</b>	<b>\$163,508</b>	<b>\$130,733</b>	<b>\$0</b>	<b>\$397,410</b>

**NATURAL RESOURCE PROTECTION AND RESTORATION**

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



**PROJECT DESCRIPTION**

Develop pilot project to restore degraded forest habitat and enhance fire resiliency on Midpen open space preserves.

**FY23 SCOPE**

Begin design work for road/sediment work and initiate permitting. Initiate forest plan development.

**FY24 SCOPE**

Complete forest plan and road/sediment design. Begin procuring contractor services for fuels, roads, and forestry services.

**FY25 SCOPE**

Begin implementation of forest plan.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$2,126	\$11,224	\$10,199	\$12,605	\$0	\$36,154
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	225,000	135,000	0	0	360,000
8202–Environmental/Planning Services	32,067	47,995	130,000	130,000	80,000	0	420,062
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	1,000,000	0	1,000,000
<b>Grand Total</b>	<b>\$32,067</b>	<b>\$50,121</b>	<b>\$366,224</b>	<b>\$275,199</b>	<b>\$1,092,605</b>	<b>\$0</b>	<b>\$1,816,216</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	32,067	50,121	366,224	275,199	1,092,605	0	1,816,216
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$32,067</b>	<b>\$50,121</b>	<b>\$366,224</b>	<b>\$275,199</b>	<b>\$1,092,605</b>	<b>\$0</b>	<b>\$1,816,216</b>



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



**PROJECT DESCRIPTION**

Install fence along property boundary of northeast neighbor to contain livestock on District property and protect riparian areas and in Pasture 4 to protect sensitive habitat while continuing to support the conservation grazing program.

**FY23 SCOPE**

Scope the proper location for the fence placement. Prepare fencing bid package.

**FY24 SCOPE**

Conduct competitive bid process, select contractor, and award construction fence contract. Fencing scheduled to be completed in FY24.

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	13,000	10,000	0	0	23,000
8203–Inspection/Construction Monitoring	0	3,750	3,750	0	0	0	7,500
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	164	83,200	111,500	56,000	0	0	250,864
<b>Grand Total</b>	<b>\$164</b>	<b>\$86,950</b>	<b>\$128,250</b>	<b>\$66,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$281,364</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	164	86,950	128,250	66,000	0	0	281,364
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$164</b>	<b>\$86,950</b>	<b>\$128,250</b>	<b>\$66,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$281,364</b>



**Lone Madrone Corrals**  
**Project #: MAA05-014**  
**Fund: 30 – Measure AA Capital**



**PROJECT DESCRIPTION**

Provide grazing tenant with functional corrals for unloading/loading, administering vaccinations and health checks of livestock on the Lone Madrone property. The property lacks accessible corrals for the onsite ranching tenant to ensure continuity of the District's conservation grazing program to maintain grassland habitats and reduce wildland fire fuel loads. This project would install new corrals that are accessible from the road and separated from future public access trails.

**FY23 SCOPE**

Project has not started yet.

**FY24 SCOPE**

Project has not started yet.

**FY25 SCOPE**

Complete feasibility studies, finalize exact location and prepare design.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	6,000	0	6,000
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	51,000	0	51,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$57,000</b>	<b>\$0</b>	<b>\$57,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	57,000	0	57,000
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$57,000</b>	<b>\$0</b>	<b>\$57,000</b>

**NATURAL RESOURCE PROTECTION AND RESTORATION**

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



**PROJECT DESCRIPTION**

Repair important wildlife habitat and stock watering pond in Lower La Honda Creek Open Space Preserve.

**FY23 SCOPE**

Finalize design and continue permitting process.

**FY24 SCOPE**

Secure permits and begin implementing repairs to Lower Turtle Pond.

**FY25 SCOPE**

Finalize repairs to Lower Turtle Pond.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$10,721	\$2,794	\$2,878	\$0	\$0	\$16,393
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	40,000	10,000	15,000	0	0	65,000
8202–Environmental/Planning Services	14,963	5,000	1,000	24,000	0	0	44,963
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	100,000	0	250,000
<b>Grand Total</b>	<b>\$14,963</b>	<b>\$55,721</b>	<b>\$13,794</b>	<b>\$191,878</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$376,356</b>
Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	14,963	55,721	13,794	191,878	100,000	0	376,356
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$14,963</b>	<b>\$55,721</b>	<b>\$13,794</b>	<b>\$191,878</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$376,356</b>



**Cloverdale – Infrastructure Upgrades and Improvements**  
**Project #: MAA13-001**  
**Fund: 30 – Measure AA Capital**



**PROJECT DESCRIPTION**

Mitigate potential impacts on San Francisco garter snake habitat by moving existing ranch road outside of critical habitat. Decommission existing segment of ranch road in San Francisco garter snake habitat and replace this connection by constructing a new ranch road segment outside of critical habitat.

**FY23 SCOPE**

Project has not started yet.

**FY24 SCOPE**

Pending potential acquisition in FY23, proceed with design and submit permits for new ranch road construction.

**FY25 SCOPE**

Continue permitting.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	70,000	40,000	0	110,000
8202–Environmental/Planning Services	0	0	0	0	0	25,000	25,000
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	250,000	250,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$70,000</b>	<b>\$40,000</b>	<b>\$275,000</b>	<b>\$385,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	70,000	40,000	275,000	385,000
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$70,000</b>	<b>\$40,000</b>	<b>\$275,000</b>	<b>\$385,000</b>

**Cloverdale Road and Trail Renovation**  
**Project #: MAA13-002**  
**Fund: 30 – Measure AA Capital**



**PROJECT DESCRIPTION**

Repair, restore, or build new roads and trails. Engineer, complete CEQA review, permit and construct road improvements to enhance public access. Budget is TBD based on estimates that will be developed in FY23 and FY24 when more information is collected.

**FY23 SCOPE**

Project has not started yet.

**FY24 SCOPE**

Project has not started yet.

**FY25 SCOPE**

Review technical studies and finalize permitting and design.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



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



**PROJECT DESCRIPTION**

Work with partners to develop, engineer, and implement wildlife crossing improvements at Highway 17 to provide safe movement for wildlife connecting over 30,000 acres of protected public lands.

**FY23 SCOPE**

Begin transitioning project to Engineering & Construction (E&C) for permitting and design. Continue public and partner outreach, and seeking funding opportunities. Continue work on Mitigation Credit Agreement.

**FY24 SCOPE**

Prepare design plans and permit applications. Continue work on Mitigation Credit Agreement.

**FY25 SCOPE**

Finalize design plan and secure permits. Begin preparing bid package materials. Finalize work on Mitigation Credit Agreement.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$52,549	\$14,633	\$22,156	\$29,250	\$13,529	\$0	\$132,117
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	243,639	0	0	800,000	1,000,000	500,000	2,543,639
8202–Environmental/Planning Services	201,584	210,000	262,500	0	0	0	674,084
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	79,841	0	0	0	0	9,200,000	9,279,841
<b>Grand Total</b>	<b>\$577,613</b>	<b>\$224,633</b>	<b>\$304,656</b>	<b>\$829,250</b>	<b>\$1,013,529</b>	<b>\$9,700,000</b>	<b>\$12,649,681</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	577,613	(1,725,367)	204,656	(170,750)	(1,986,471)	9,700,000	6,599,681
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	1,950,000	100,000	1,000,000	3,000,000	0	6,050,000
<b>Grand Total</b>	<b>\$577,613</b>	<b>\$224,633</b>	<b>\$304,656</b>	<b>\$829,250</b>	<b>\$1,013,529</b>	<b>\$9,700,000</b>	<b>\$12,649,681</b>

## 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.

### 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.

### FY24 SCOPE

Implement year five 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.

### FY25 SCOPE

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$1,604	\$8,118	\$9,642	\$9,111	\$0	\$0	\$28,475
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	1,048,558	150,000	100,000	100,000	0	0	1,398,558
<b>Grand Total</b>	<b>\$1,050,162</b>	<b>\$158,118</b>	<b>\$109,642</b>	<b>\$109,111</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,427,033</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	535,162	(650)	109,642	109,111	0	0	753,265
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	515,000	158,768	0	0	0	0	673,768
<b>Grand Total</b>	<b>\$1,050,162</b>	<b>\$158,118</b>	<b>\$109,642</b>	<b>\$109,111</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,427,033</b>



**NATURAL RESOURCE PROTECTION AND RESTORATION**

**Bear Creek Redwoods Landfill Characterization and Remediation**

**Project #: MAA21-010**

**Fund: 30 – Measure AA Capital**



**PROJECT DESCRIPTION**

Remediate former landfill to restore natural open space values, protect public health and safety, and allow for Phase 2 public access at Bear Creek Redwoods.

**FY23 SCOPE**

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

**FY24 SCOPE**

Implement remedial design and cleanup.

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$11,838	\$6,642	\$0	\$0	\$0	\$18,480
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	171,135	0	15,000	0	0	225,330
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	12,000	0	0	0	12,000
8205–Construction	0	0	95,000	160,000	0	0	255,000
<b>Grand Total</b>	<b>\$39,195</b>	<b>\$182,973</b>	<b>\$113,642</b>	<b>\$175,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$510,810</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	182,973	113,642	175,000	0	0	510,810
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$39,195</b>	<b>\$182,973</b>	<b>\$113,642</b>	<b>\$175,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$510,810</b>



## NATURAL RESOURCE PROTECTION AND RESTORATION

## Alma Bridge Road Newt Passage

### Project #: VP22-001

### Fund: 10 – General Fund Operating

#### PROJECT DESCRIPTION

Partnership project with Santa Clara County to complete CEQA, design, permitting, and implementation to provide safe passage for wildlife across Alma Bridge Road. Continue stakeholder collaboration to protect local newt population. Implementation to be led by Midpen or County. Long term Operation and Maintenance to shift to County.

#### FY23 SCOPE

Finalize design, CEQA and permitting of wildlife crossing structures. Possibly move into implementation of capital project to install one or more wildlife crossing structures and associated directional fencing (dependent on support and funding from partners and grantors).

#### FY24 SCOPE

Project completed in prior fiscal year(s). Implementation actions are listed separately under project VP22-XXX—Alma Bridge Road Wildlife Passage.

#### FY25 SCOPE

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	149,996	20,000	230,000	0	0	0	399,996
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
<b>Grand Total</b>	<b>\$149,996</b>	<b>\$20,000</b>	<b>\$230,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$399,996</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$149,996	\$20,000	\$230,000	\$0	\$0	\$0	\$399,996
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
<b>Grand Total</b>	<b>\$149,996</b>	<b>\$20,000</b>	<b>\$230,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$399,996</b>

**Alma Bridge Road Wildlife Passage**  
**Project #: VP22-002**  
**Fund: 40 – General Fund Capital**



**PROJECT DESCRIPTION**

Partnership project with Santa Clara County to complete CEQA, design, permitting, and implementation to provide safe passage for wildlife (newts) across Alma Bridge Road. District will retain a consultant to provide CEQA and design services to provide safe passage for newts across Alma Bridge Road. Implementation to be led by District or County. Long term Operation and Maintenance to shift to County.

**FY23 SCOPE**

Project has not started yet.

**FY24 SCOPE**

Implementation of capital project to install one or more wildlife crossing structures and associated directional fencing (dependent on support from partners and funding).

**FY25 SCOPE**

Continue implementation of capital project to install one or more wildlife crossing structures and associated directional fencing (dependent on support from partners and funding).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	120,000	0	0	120,000
8202–Environmental/Planning Services	0	0	0	115,000	35,000	150,000	300,000
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	500,000	1,000,000	0	1,500,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$735,000</b>	<b>\$1,035,000</b>	<b>\$150,000</b>	<b>\$1,920,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	735,000	1,035,000	150,000	1,920,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$735,000</b>	<b>\$1,035,000</b>	<b>\$150,000</b>	<b>\$1,920,000</b>

# Public Access, Education and Outreach



Project #	Project Name	Fiscal Year	FY23	FY24	FY25	3-Year Total	Page #
10005	Purisima Preserve Multimodal Access – Implementation	FY24/FY25	\$0	\$25,000	\$25,000	\$50,000	127
31901	ADA Barrier Removal	FY23/FY24/FY25	1,281,500	795,000	330,000	2,406,500	128
31903	Hwy 35 Multi-use Trail Crossing and Parking – Phase I Feasibility Study and Phase II Concept Design	FY23/FY24/FY25	95,000	100,000	100,000	295,000	129
31904	Purisima Preserve Multimodal Access Study	FY23	35,000	0	0	35,000	130
31907	Johnston Ranch Loop Trail and Parking Area	FY24/FY25	0	30,000	80,000	110,000	131
31908	Long Ridge Parking – Feasibility Study	FY24/FY25	0	0	75,000	75,000	132
35006	Kennedy Trailhead Parking Area Improvement	FY24/FY25	0	112,000	10,000	122,000	133
35008	Kennedy Trail Retaining Wall	FY23/FY24	22,000	362,500	0	384,500	134
35013	Fremont Older Parking Lot Improvements	FY24/FY25	0	73,000	222,000	295,000	135
35014	Guadalupe Creek Crossing Replacement	FY24/FY25	0	133,000	50,000	183,000	136
35015	Rancho San Antonio Road Repair	FY23/FY24	384,100	100,000	0	484,100	137
61025	FFO Trail Bridge Replacements	FY23/FY24/FY25	17,500	34,500	34,500	86,500	138
61027	Rancho San Antonio ADA Path to Deer Hollow Farm	FY23/FY24/FY25	66,000	95,000	15,000	176,000	139
61029	Monte Bello Black Mountain Trail Extension	FY23/FY24/FY25	0	75,000	35,000	110,000	140
MAA03-005	Purisima-to-the-Sea Trail and Parking Area – Phase I Feasibility Study	FY23	176,000	0	0	176,000	141
MAA03-008	Purisima-to-the-Sea Comprehensive Use and Management Plan	FY24/FY25	0	65,000	65,000	130,000	142
MAA03-009	Purisima-to-the-Sea Parking	FY24/FY25	0	198,969	197,718	396,687	143
MAA03-010	Purisima-to-the-Sea Trail	FY24/FY25	0	55,000	155,000	210,000	144
MAA05-007	La Honda Creek Phase II Trail Connections	FY23/FY24/FY25	85,000	105,000	306,500	496,500	145
MAA05-008	La Honda Creek White Barn Structural Rehabilitation	FY23	314,134	0	0	314,134	146
MAA05-009	La Honda Creek Redwood Cabin Removal and Site Restoration	FY23/FY24	79,520	295,000	0	374,520	147
MAA05-012	Paulin Culvert/Bridge Improvements	FY23/FY24/FY25	214,000	30,000	385,000	629,000	148
MAA05-013	La Honda Parking and Trailhead Acces – Implementation	FY25	0	0	80,000	80,000	149
MAA06-002	Hawthorns Area Plan	FY23/FY24/FY25	208,680	299,104	168,280	676,064	150
MAA07-013	La Honda Event Center Area Plan	FY25	0	0	282,500	282,500	151
MAA10-001	Alpine Road Regional Trail, Coal Creek	FY23/FY24	3,377,737	326,282	0	3,704,019	152



MAA11-003	Rancho San Antonio (RSA) Multimodal Access – Implementation	FY23	25,000	0	0	25,000	153
MAA16-001	Long Ridge Trail Connection to Eagle Rock and Devils Canyon	FY23/FY24/FY25	0	75,000	110,000	185,000	154
MAA20-002	Bay Area Ridge Trail: Highway 17 Crossing	FY23/FY24/FY25	594,725	1,189,093	2,268,230	4,052,048	155
MAA20-004	Spooky Knoll Trail Connections	FY25	0	0	219,000	219,000	156
MAA21-004	Bear Creek Stables Project	FY23/FY24	1,704,954	4,018,793	0	5,723,747	157
MAA21-006	Bear Creek Redwoods – Alma College Cultural Landscape Rehabilitation	FY23/FY24/FY25	489,083	145,000	75,000	709,083	158
MAA21-011	Phase II Trail Improvements, Bear Creek Redwoods OSP	FY23/FY24	1,411,507	1,108,519	0	2,520,026	159
VP05-002	La Honda Creek Parking and Trailhead Access – Phase I Feasibility Study	FY23/FY24/FY25	160,000	58,000	100,000	318,000	160
VP11-001	Rancho San Antonio (RSA) Multimodal Access – Implementation	FY23/FY24	118,000	50,000	0	168,000	161
VP14-001	California Riding & Hiking Trails	FY23	32,500	0	0	32,500	162
VP21-005	Bear Creek Redwoods North Parking Area	FY23/FY24/FY25	61,000	100,000	75,000	236,000	163
<b>Total</b>			<b>\$10,952,940</b>	<b>\$10,053,760</b>	<b>\$5,463,728</b>	<b>\$26,470,428</b>	

## 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 at Cooley Landing park.	General Manager's Office	FY23
Regional Trails and Active Transportation/Access to Open Space 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	FY23/FY24/FY25
Trail Information System	Provide enhanced quantitative trail data to the public to inform wayfinding, recreation, and accessibility decisions.	Planning	FY23/FY24/FY25
Trail Junction Numbering System	Improve wayfinding on trails.	Planning	FY24/FY25

**Purisima Preserve Multimodal Access–Implementation**  
**Project #: 10005**  
**Fund: 10 – General Fund Operating**



**PROJECT DESCRIPTION**

Implement transportation demand management strategies at Purisima Creek to reduce parking challenges and encourage multi-modal access to the preserve. Project implements Board approved transportation demand management strategies not included as part of Purisima-to-the-Sea or Hwy 35 Multiuse Trail projects.

**FY23 SCOPE**

Project has not started yet.

**FY24 SCOPE**

Pending Board approval of recommendations, initiate scoping priority recommendations with consulting support; begin implementing strategies that can be done with in-house support.

**FY25 SCOPE**

Continue implementation efforts.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	25,000	25,000	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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$50,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$25,000	\$25,000	\$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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$50,000</b>



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



**PROJECT DESCRIPTION**

Implement ADA barrier removals as identified and prioritized in the Board-approved ADA Transition Plan Update; includes developing cost estimates, tracking, and reporting accomplishments.

**FY23 SCOPE**

Complete year four of priority barrier removals.

**FY24 SCOPE**

Complete year five of barrier removals.

**FY25 SCOPE**

Complete year six of barrier removals.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	118,806	243,110	58,000	100,000	0	0	519,916
8202–Environmental/Planning Services	0	60,000	70,000	15,000	0	0	145,000
8203–Inspection/Construction Monitoring	21,224	13,000	95,000	10,000	0	0	139,224
8204–Permitting Fees	46,998	80,000	60,000	0	0	0	186,998
8205–Construction	590,140	0	998,500	670,000	330,000	0	2,588,640
<b>Grand Total</b>	<b>\$777,168</b>	<b>\$396,110</b>	<b>\$1,281,500</b>	<b>\$795,000</b>	<b>\$330,000</b>	<b>\$0</b>	<b>\$3,579,778</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	720,918	353,760	1,281,500	795,000	330,000	0	3,481,178
Grants/Partnerships/Other	56,250	42,350	0	0	0	0	98,600
<b>Grand Total</b>	<b>\$777,168</b>	<b>\$396,110</b>	<b>\$1,281,500</b>	<b>\$795,000</b>	<b>\$330,000</b>	<b>\$0</b>	<b>\$3,579,778</b>

## PUBLIC ACCESS, EDUCATION AND OUTREACH

## Hwy 35 Multi-use Trail Crossing and Parking–Phase I Feasibility Study and Phase II Concept Design

Project #: 31903  
Fund: 10 – General Fund Operating



### PROJECT DESCRIPTION

Partnership with the Bay Area Ridge Trail Council, SFPUC and POST. Explore feasibility for implementing a trail crossing across Highway 35 to connect the regional Bay Area Ridge Trail from the planned SFPUC Bay Area Ridge Trail Extension to the District's Purisima Creek Redwoods Preserve, as well as opportunities for expanded parking at the North Ridge parking lot.

### FY23 SCOPE

Continue feasibility studies and conceptual design work for the trail crossing and parking area expansion, including biological surveys and habitat assessments. Engage key stakeholder groups for input on parking area programming. Present the conceptual design alternatives to the Planning and Natural Resources Committee for feedback before taking the project to the Board.

### FY24 SCOPE

Pending Board approval of a preferred alternative, initiate environmental review and preliminary design.

### FY25 SCOPE

Complete environmental review and preliminary design, and bring to the Board to certify the CEQA document/adopt the CEQA findings and approve the project for final design.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	102,000	95,000	100,000	100,000	0	397,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$102,000</b>	<b>\$95,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$397,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$(75,000)	\$(12,000)	\$95,000	\$100,000	\$100,000	\$0	\$208,000
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	75,000	114,000	0	0	0	0	189,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$102,000</b>	<b>\$95,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$397,000</b>

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



**PROJECT DESCRIPTION**

Explore non-motorized mobility and transit alternatives to encourage greener and equitable modes of transportation to access Purisima Creek Redwoods Preserve.

**FY23 SCOPE**

Based on data collection, visitor survey responses, and stakeholder engagement, complete transportation demand management study. 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.

**FY24 SCOPE**

Project completed in prior fiscal year(s).

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	90,000	35,000	0	0	0	125,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$90,000</b>	<b>\$35,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$125,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$90,000	\$35,000	\$0	\$0	\$0	\$125,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$90,000</b>	<b>\$35,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$125,000</b>



**PUBLIC ACCESS, EDUCATION AND OUTREACH****Johnston Ranch Loop Trail and Parking Area****Project #: 31907****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Complete improvements to existing parking area and new trail loop at Johnston Ranch property that aligns with City of Half Moon Bay's Local Coastal Program and Parks Master Plan.

**FY23 SCOPE**

Deferred due to delay on property acquisition and partner's resource constraints.

**FY24 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.

**FY25 SCOPE**

Present conceptual design options to the Planning and Natural Resources Committee at a community meeting and to the Board. Refine the conceptual design option(s). Develop project description for CEQA for Board consideration.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	30,000	0	30,000
8202–Environmental/Planning Services	0	0	0	30,000	30,000	0	60,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	20,000	20,000
8204–Permitting Fees	0	0	0	0	20,000	0	20,000
8205–Construction	0	0	0	0	0	115,000	115,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,000</b>	<b>\$80,000</b>	<b>\$135,000</b>	<b>\$245,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	80,000	135,000	245,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,000</b>	<b>\$80,000</b>	<b>\$135,000</b>	<b>\$245,000</b>

**Long Ridge Parking–Feasibility Study**  
**Project #: 31908**  
**Fund: 10 – General Fund Operating**

**PROJECT DESCRIPTION**

Provide a public access staging area (parking, restroom, trailhead) for Long Ridge Preserve and trails (requested by Director Kishimoto).

**FY23 SCOPE**

Project has not started yet.

**FY24 SCOPE**

Initiate discussions with Santa Clara County Parks, Caltrans and other stakeholders in scoping potential sites for parking.

**FY25 SCOPE**

Initiate feasibility study, public outreach and technical assessments.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	75,000	35,000	110,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$35,000</b>	<b>\$110,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$75,000	\$35,000	\$110,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$35,000</b>	<b>\$110,000</b>

**PUBLIC ACCESS, EDUCATION AND OUTREACH****Kennedy Trailhead Parking Area Improvement****Project #: 35006****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Expand and improve Kennedy trailhead parking area to address community-wide parking and access concerns, and replace existing portable toilet with a permanent ADA-accessible vault restroom as part of ADA Barrier Removal Project.

**FY23 SCOPE**

Project has not started yet.

**FY24 SCOPE**

Complete feasibility study for trailhead parking area improvements. Conduct stakeholder outreach.

**FY25 SCOPE**

Develop project conceptual designs to 35% and present to Planning and Natural Resources Committee for input. Forward recommendation to the Board and seek Board approval of project description to begin CEQA process.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	23,497	359	0	19,500	0	252,500	295,856
8202–Environmental/Planning Services	0	0	0	90,000	0	0	90,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	25,000	25,000
8204–Permitting Fees	0	0	0	0	10,000	0	10,000
8205–Construction	0	0	0	2,500	0	1,654,500	1,657,000
<b>Grand Total</b>	<b>\$23,497</b>	<b>\$359</b>	<b>\$0</b>	<b>\$112,000</b>	<b>\$10,000</b>	<b>\$1,932,000</b>	<b>\$2,077,856</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	23,497	359	0	112,000	10,000	1,932,000	2,077,856
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$23,497</b>	<b>\$359</b>	<b>\$0</b>	<b>\$112,000</b>	<b>\$10,000</b>	<b>\$1,932,000</b>	<b>\$2,077,856</b>

**PUBLIC ACCESS, EDUCATION AND OUTREACH**

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

**PROJECT DESCRIPTION**

Enhance safety for emergency vehicle access along a narrow segment of Kennedy Trail. Build a new supporting retaining wall on the Kennedy Trail in Sierra Azul Open Space Preserve.

**FY23 SCOPE**

Complete geotechnical investigation, design and permitting.

**FY24 SCOPE**

Complete retaining wall construction.

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	22,000	5,500	0	0	27,500
8202–Environmental/Planning Services	0	0	0	27,000	0	0	27,000
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	330,000	0	0	330,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$22,000</b>	<b>\$362,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$384,500</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	22,000	362,500	0	0	384,500
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$22,000</b>	<b>\$362,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$384,500</b>

**PUBLIC ACCESS, EDUCATION AND OUTREACH****Fremont Older Parking Lot Improvements****Project #: 35013****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Assess and improve existing creek culvert crossing. Repair existing parking lot to improve parking configuration, ADA parking, traffic flow, and rock surface.

**FY23 SCOPE**

Project has not started yet.

**FY24 SCOPE**

Complete assessment and design documents, submit permit applications and initiate environmental review.

**FY25 SCOPE**

Complete environmental review, secure permits, bid project for construction, complete construction.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	58,000	1,000	0	59,000
8202–Environmental/Planning Services	0	0	0	5,000	0	0	5,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	10,000	1,000	0	11,000
8205–Construction	0	0	0	0	220,000	0	220,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$73,000</b>	<b>\$222,000</b>	<b>\$0</b>	<b>\$295,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	73,000	222,000	0	295,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$73,000</b>	<b>\$222,000</b>	<b>\$0</b>	<b>\$295,000</b>

**PUBLIC ACCESS, EDUCATION AND OUTREACH**

**Guadalupe Creek Crossing Replacement  
Project #: 35014  
Fund: 40 – General Fund Capital**

**PROJECT DESCRIPTION**

Assess and improve existing creek culvert crossing. Replace existing culvert creek crossing with a bridge crossing.

**FY23 SCOPE**

Project has not started yet.

**FY24 SCOPE**

Complete assessment and design documents, submit permit applications, and initiate environmental review.

**FY25 SCOPE**

Complete environmental review, secure permits, bid project for construction.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	100,000	30,000	0	130,000
8202–Environmental/Planning Services	0	0	0	18,000	5,000	0	23,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	15,000	15,000	0	30,000
8205–Construction	0	0	0	0	0	550,000	550,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$133,000</b>	<b>\$50,000</b>	<b>\$550,000</b>	<b>\$733,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	133,000	50,000	550,000	733,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$133,000</b>	<b>\$50,000</b>	<b>\$550,000</b>	<b>\$733,000</b>

**Rancho San Antonio Road Repair**  
**Project #: 35015**  
**Fund: 40 – General Fund Capital**



**PROJECT DESCRIPTION**

Improve existing service road and ADA access. Repair existing service road, replace culvert, and improve ADA access from FFO to bridge near Deer Hollow Farm and portion of Mora paved trail.

**FY23 SCOPE**

Complete assessment, design documents, permits, and environmental review. Bid project for construction and begin construction.

**FY24 SCOPE**

Complete construction.

**FY25 SCOPE**

Project completed in previous fiscal year.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	1,000	0	0	77,500
8202–Environmental/Planning Services	0	0	15,000	5,000	0	0	20,000
8203–Inspection/Construction Monitoring	0	0	29,500	10,500	0	0	40,000
8204–Permitting Fees	0	0	14,000	1,000	0	0	15,000
8205–Construction	0	0	249,100	82,500	0	0	331,600
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$384,100</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$484,100</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	384,100	100,000	0	0	484,100
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$384,100</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$484,100</b>



**PUBLIC ACCESS, EDUCATION AND OUTREACH**

**FFO Trail Bridge Replacements**

**Project #: 61025**

**Fund: 40 – General Fund Capital**

**PROJECT DESCRIPTION**

Maintain safe trail use to continue public access within Preserves by replacing two wooden bridges. Replace existing bridge on Bear Meadow Trail in Picchetti Ranch and on the Flume Trail in St. Joseph's Preserve.

**FY23 SCOPE**

Secure permits.

**FY24 SCOPE**

Initiate construction.

**FY25 SCOPE**

Complete construction.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	30,000	7,500	2,500	2,500	0	42,500
8202–Environmental/Planning Services	0	5,000	0	0	0	0	5,000
8203–Inspection/Construction Monitoring	0	0	0	2,000	2,000	0	4,000
8204–Permitting Fees	0	10,000	10,000	0	0	0	20,000
8205–Construction	0	0	0	30,000	30,000	0	60,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$45,000</b>	<b>\$17,500</b>	<b>\$34,500</b>	<b>\$34,500</b>	<b>\$0</b>	<b>\$131,500</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	45,000	17,500	34,500	34,500	0	131,500
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$45,000</b>	<b>\$17,500</b>	<b>\$34,500</b>	<b>\$34,500</b>	<b>\$0</b>	<b>\$131,500</b>



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



**PROJECT DESCRIPTION**

Evaluate feasibility of new ADA-accessible pedestrian path that separates existing combined use of pedestrians and vehicles on road leading to Deer Hollow Farm to improve public accessibility and safety. 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.

**FY23 SCOPE**

Conduct site investigations and assessments and early resource agency coordination. Complete initial review by ADA consultant. As needed, hire consultant to conduct biological and cultural resource surveys. Adjust trail scope and/or planned alignment to avoid impacts as needed.

**FY24 SCOPE**

Conduct public outreach. Hold PNR meeting to review proposed trail improvements and prepare CEQA review.

**FY25 SCOPE**

Seek Board adoption of CEQA findings and approval of trail improvements. Secure any required permits.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	10,000	66,000	95,000	15,000	0	186,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$66,000</b>	<b>\$95,000</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$186,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$10,000	\$66,000	\$95,000	\$15,000	\$0	\$186,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$66,000</b>	<b>\$95,000</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$186,000</b>



**PUBLIC ACCESS, EDUCATION AND OUTREACH**

**Monte Bello Black Mountain Trail Extension  
Project #: 61029  
Fund: 40 – General Fund Capital**



**PROJECT DESCRIPTION**

Utilize the existing trail easement through Lehigh Quarry lands to construct a route that has a more gradual ascent of Black Mountain. Design, permit and build an alternate to the upper section of the existing Black Mountain Trail.

**FY23 SCOPE**

Project scoping and scouting.

**FY24 SCOPE**

Initiate technical studies.

**FY25 SCOPE**

Prepare project description and initiate environmental review.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	25,000	25,000	0	50,000
8202–Environmental/Planning Services	0	0	0	50,000	0	0	50,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	20,000	20,000
8204–Permitting Fees	0	0	0	0	10,000	25,000	35,000
8205–Construction	0	0	0	0	0	75,000	75,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$35,000</b>	<b>\$120,000</b>	<b>\$230,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	75,000	35,000	120,000	230,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$35,000</b>	<b>\$120,000</b>	<b>\$230,000</b>

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

Project #: MAA03-005

Fund: 30 – Measure AA Capital



## PROJECT DESCRIPTION

Plan for a new parking area and trail connecting the Coastal Trail on Highway 1 to the Bay Area Ridge Trail on Highway 35.

### FY23 SCOPE

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

### FY24 SCOPE

Project completed in prior fiscal year(s).

### FY25 SCOPE

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$18,729	\$54,405	\$15,000	\$0	\$0	\$0	\$88,134
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	152,630	0	0	0	0	0	152,630
8201–Architect/Engineering Services	85,567	148,000	111,000	0	0	0	344,567
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
<b>Grand Total</b>	<b>\$256,925</b>	<b>\$202,405</b>	<b>\$176,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$635,330</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	181,688	37,405	115,237	0	0	0	334,330
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	75,237	165,000	60,763	0	0	0	301,000
<b>Grand Total</b>	<b>\$256,925</b>	<b>\$202,405</b>	<b>\$176,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$635,330</b>



# Purisima-to-the-Sea Comprehensive Use and Management Plan

Project #: MAA03-008

Fund: 30 – Measure AA Capital



## PROJECT DESCRIPTION

Develop comprehensive plan for a new parking area and trail connecting the Coastal Trail on Highway 1 to the Bay Area Ridge Trail on Highway 35.

### FY23 SCOPE

Project has not started yet.

### FY24 SCOPE

Conduct additional technical studies as needed and develop draft CUMP. Conduct public outreach and review with PNR to finalize the draft CUMP. Forward the CUMP to the Board to approve as the CEQA Project Description. Contract with CEQA consultant and initiate environmental review.

### FY25 SCOPE

Complete the CEQA review and seek Board approval of the CUMP.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	65,000	65,000	10,000	140,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$65,000</b>	<b>\$65,000</b>	<b>\$10,000</b>	<b>\$140,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	65,000	65,000	10,000	140,000
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$65,000</b>	<b>\$65,000</b>	<b>\$10,000</b>	<b>\$140,000</b>

**PUBLIC ACCESS, EDUCATION AND OUTREACH**

## Purisima-to-the-Sea Parking

### Project #: MAA03-009

### Fund: 30 – Measure AA Capital

**PROJECT DESCRIPTION**

Provide a public access staging area and connections to the redwoods trail system and the Coastal Trail.

**FY23 SCOPE**

Project has not started yet.

**FY24 SCOPE**

Hire a design consultant and begin conceptual designs (designs to be used to inform CEQA review that is planned under the Purisima-to-the-Sea Comprehensive Use and Management Plan).

**FY25 SCOPE**

Complete conceptual design and forward to the Board for approval. Begin design development.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$7,969	\$22,718	\$0	\$30,687
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	191,000	135,000	40,000	366,000
8202–Environmental/Planning Services	0	0	0	0	0	25,000	25,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	25,000	25,000
8204–Permitting Fees	0	0	0	0	40,000	5,000	45,000
8205–Construction	0	0	0	0	0	3,500,000	3,500,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$198,969</b>	<b>\$197,718</b>	<b>\$3,595,000</b>	<b>\$3,991,687</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	198,969	197,718	3,595,000	3,991,687
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$198,969</b>	<b>\$197,718</b>	<b>\$3,595,000</b>	<b>\$3,991,687</b>

**Purisima-to-the-Sea Trail**  
**Project #: MAA03-010**  
**Fund: 30 – Measure AA Capital**



**PROJECT DESCRIPTION**

Connect the existing Purisima Creek Redwoods trail system to the Pacific Ocean by completing the multi-use Purisima-to-the-Sea trail.

**FY23 SCOPE**

Project has not started yet.

**FY24 SCOPE**

Initiate trail design and engineering and conduct focused biological and cultural resource surveys on preferred trail alignment.

**FY25 SCOPE**

Continue with trail design and engineering. Complete biological and cultural resource surveys to support the environmental review process.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$1,500,000	\$1,500,000
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	25,000	125,000	0	150,000
8202–Environmental/Planning Services	0	0	0	30,000	30,000	0	60,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	90,000	90,000
8204–Permitting Fees	0	0	0	0	0	45,000	45,000
8205–Construction	0	0	0	0	0	275,000	275,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$55,000</b>	<b>\$155,000</b>	<b>\$1,910,000</b>	<b>\$2,120,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	55,000	155,000	1,910,000	2,120,000
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$55,000</b>	<b>\$155,000</b>	<b>\$1,910,000</b>	<b>\$2,120,000</b>

**PUBLIC ACCESS, EDUCATION AND OUTREACH****La Honda Creek Phase II Trail Connections****Project #: MAA05-007****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

Implement Master Plan Phase II Trails to connect visitors from the Harrington Creek Trail to the central and northern areas of La Honda Creek Preserve.

**FY23 SCOPE**

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

**FY24 SCOPE**

Secure permits.

**FY25 SCOPE**

Proceed with construction.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$5,574	\$5,000	\$50,000	\$194,000	\$245,000	\$499,574
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	70,000	40,000	0	0	125,000
8202–Environmental/Planning Services	0	45,000	0	0	0	0	45,000
8203–Inspection/Construction Monitoring	0	0	0	0	22,500	10,000	32,500
8204–Permitting Fees	0	0	10,000	15,000	0	0	25,000
8205–Construction	0	0	0	0	90,000	205,000	295,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$65,574</b>	<b>\$85,000</b>	<b>\$105,000</b>	<b>\$306,500</b>	<b>\$460,000</b>	<b>\$1,022,074</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	65,574	85,000	105,000	306,500	460,000	1,022,074
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$65,574</b>	<b>\$85,000</b>	<b>\$105,000</b>	<b>\$306,500</b>	<b>\$460,000</b>	<b>\$1,022,074</b>

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



**PROJECT DESCRIPTION**

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

**FY23 SCOPE**

Begin and complete the repairs.

**FY24 SCOPE**

Project completed in prior fiscal year(s).

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$34,463	\$21,137	\$14,134	\$0	\$0	\$0	\$69,734
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	71,454	94,000	36,000	0	0	0	201,454
8202–Environmental/Planning Services	36,352	37,000	15,000	0	0	0	88,352
8203–Inspection/Construction Monitoring	0	0	30,000	0	0	0	30,000
8204–Permitting Fees	0	0	15,000	0	0	0	15,000
8205–Construction	542	0	204,000	0	0	0	204,542
<b>Grand Total</b>	<b>\$142,811</b>	<b>\$152,137</b>	<b>\$314,134</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$609,082</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	142,811	152,137	314,134	0	0	0	609,082
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$142,811</b>	<b>\$152,137</b>	<b>\$314,134</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$609,082</b>



**PUBLIC ACCESS, EDUCATION AND OUTREACH**

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



**PROJECT DESCRIPTION**

Remove the La Honda Creek Redwood Cabin and enhance the natural resource values of the site.

**FY23 SCOPE**

Complete CEQA review and submit permit applications. Prepare bid package, solicit bids and award contract.

**FY24 SCOPE**

Complete demolition work.

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$9,983	\$8,430	\$4,000	\$0	\$0	\$0	\$22,413
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	0	0	0	0	0	83,685
8202–Environmental/Planning Services	26,020	96,939	65,520	0	0	0	188,479
8203–Inspection/Construction Monitoring	0	0	0	20,000	0	0	20,000
8204–Permitting Fees	0	0	10,000	0	0	0	10,000
8205–Construction	0	0	0	275,000	0	0	275,000
<b>Grand Total</b>	<b>\$119,687</b>	<b>\$105,369</b>	<b>\$79,520</b>	<b>\$295,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$599,576</b>
Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	119,687	105,369	79,520	295,000	0	0	599,576
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$119,687</b>	<b>\$105,369</b>	<b>\$79,520</b>	<b>\$295,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$599,576</b>



**Paulin Culvert/Bridge Improvements**  
**Project #: MAA05-012**  
**Fund: 30 – Measure AA Capital**

**PROJECT DESCRIPTION**

Facilitate future Bay Area Ridge Trail access from Upper La Honda Creek Preserve to El Corte de Madera Creek Preserve. Assess the existing culvert/bridge crossing of La Honda Creek on the main patrol access road from Skyline Boulevard into La Honda Creek Preserve to determine whether the culvert and failing retaining walls should be replaced or repaired for maintenance, patrol, and emergency access. Implement assessment recommendations. Remove remains of dilapidated rail car bridge crossing north of redwood cabin site.

**FY23 SCOPE**

Assess culvert/bridge conditions. Prepare design plans based on assessment recommendations. Conduct environmental review and prepare permit applications.

**FY24 SCOPE**

Secure permits. Prepare bid package, solicit bids, award construction contract.

**FY25 SCOPE**

Complete construction.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$8,300	\$5,000	\$17,600	\$0	\$30,900
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	106,700	0	0	0	106,700
8202–Environmental/Planning Services	0	0	82,500	0	0	0	82,500
8203–Inspection/Construction Monitoring	0	0	16,500	0	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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$214,000</b>	<b>\$30,000</b>	<b>\$385,000</b>	<b>\$0</b>	<b>\$629,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	214,000	30,000	385,000	0	629,000
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$214,000</b>	<b>\$30,000</b>	<b>\$385,000</b>	<b>\$0</b>	<b>\$629,000</b>

**PUBLIC ACCESS, EDUCATION AND OUTREACH**

## La Honda Parking and Trailhead Access–Implementation

Project #: MAA05-013  
Fund: 30 – Measure AA Capital

**PROJECT DESCRIPTION**

Provide access to the central area of the La Honda Creek Preserve.

**FY23 SCOPE**

Project has not started yet.

**FY24 SCOPE**

Project has not started yet.

**FY25 SCOPE**

Pending completion of CEQA review, Engineering & Construction will hire a design consultant and begin design development.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	25,000	460,000	485,000
8202–Environmental/Planning Services	0	0	0	0	55,000	90,000	145,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	100,000	100,000
8204–Permitting Fees	0	0	0	0	0	70,000	70,000
8205–Construction	0	0	0	0	0	2,756,000	2,756,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$80,000</b>	<b>\$3,476,000</b>	<b>\$3,556,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	80,000	3,476,000	3,556,000
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$80,000</b>	<b>\$3,476,000</b>	<b>\$3,556,000</b>

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



**PROJECT DESCRIPTION**

Develop a plan to guide ecologically sensitive public access improvements and future natural resource and land management activities at the Hawthorns Area of Windy Hill Open Space Preserve.

**FY23 SCOPE**

Continue data collection, surveys, technical studies, and stakeholder engagement to further characterize resources at the Hawthorns Area and identify site opportunities and constraints.

**FY24 SCOPE**

Develop use and management objectives, natural resource management and public access programming, and conceptual site plan alternatives. Conduct comprehensive public engagement, including stakeholder coordination, public workshops, site tours, surveys, and working group.

**FY25 SCOPE**

Compile the Hawthorns Area Plan and conduct environmental review per the California Environmental Quality Act.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$33,680	\$39,104	\$40,280	\$0	\$113,064
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	35,000	30,000	85,000	35,000	0	185,000
8202–Environmental/Planning Services	40,951	90,000	145,000	175,000	90,000	0	540,951
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	3,000	0	3,000
8205–Construction	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$40,951</b>	<b>\$125,000</b>	<b>\$208,680</b>	<b>\$299,104</b>	<b>\$168,280</b>	<b>\$0</b>	<b>\$842,015</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	40,951	125,000	208,680	299,104	168,280	0	842,015
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$40,951</b>	<b>\$125,000</b>	<b>\$208,680</b>	<b>\$299,104</b>	<b>\$168,280</b>	<b>\$0</b>	<b>\$842,015</b>



## PUBLIC ACCESS, EDUCATION AND OUTREACH

### La Honda Event Center Area Plan Project #: MAA07-013 Fund: 30 – Measure AA Capital

#### PROJECT DESCRIPTION

Develop a use and management plan for the Event Center and Apple Orchard properties at La Honda and incorporate them into the 2012 La Honda Master Plan.

#### FY23 SCOPE

Project has not started yet.

#### FY24 SCOPE

Project has not started yet.

#### FY25 SCOPE

Initiate technical studies, site opportunities and constraints analysis, and conceptual site plan development.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	197,500	62,500	260,000
8202–Environmental/Planning Services	0	0	0	0	85,000	50,000	135,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	3,000	3,000
8205–Construction	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$282,500</b>	<b>\$115,500</b>	<b>\$398,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	282,500	115,500	398,000
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$282,500</b>	<b>\$115,500</b>	<b>\$398,000</b>

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



**PROJECT DESCRIPTION**

Trail improvements to enhance public access, repair damaged sections, and reduce further erosion and sedimentation downstream.

**FY23 SCOPE**

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

**FY24 SCOPE**

Crew to construct reroute of bypass trail (phase 2). Close out all regulatory permits. Complete negotiations with San Mateo County in accordance with MOU for transfer of right-of-way and other property rights.

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$54,241	\$42,271	\$56,737	\$138,782	\$0	\$0	\$292,031
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	204,784	62,500	75,000	7,500	0	0	349,784
8202–Environmental/Planning Services	175,600	10,000	0	0	0	0	185,600
8203–Inspection/Construction Monitoring	0	10,000	65,000	25,000	0	0	100,000
8204–Permitting Fees	23,736	10,000	20,000	0	0	0	53,736
8205–Construction	5,000	0	3,161,000	155,000	0	0	3,321,000
<b>Grand Total</b>	<b>\$467,646</b>	<b>\$134,771</b>	<b>\$3,377,737</b>	<b>\$326,282</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,306,436</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	467,646	134,771	3,105,526	326,282	0	0	4,034,225
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	272,211	0	0	0	272,211
<b>Grand Total</b>	<b>\$467,646</b>	<b>\$134,771</b>	<b>\$3,377,737</b>	<b>\$326,282</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,306,436</b>

**Rancho San Antonio (RSA) Multimodal Access–Implementation**  
**Project #: MAA11-003**  
**Fund: 30 – Measure AA Capital**



**PROJECT DESCRIPTION**

Implement transportation demand management strategies at Rancho San Antonio to reduce parking challenges and encourage multi-modal access to the preserve. *\*This project is the same as VP11-001 but is separate as not all the work is MAA eligible.*

**FY23 SCOPE**

Continue implementation of tier 1 strategies to install bicycle facilities, dynamic signage, and bike access improvements.

**FY24 SCOPE**

Complete implementation of tier 1 strategies.

**FY25 SCOPE**

Consider tier 2 strategies if necessary.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	10,000	0	0	0	10,000
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	45,000	15,000	0	0	0	60,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$45,000</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$70,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	45,000	25,000	0	0	0	70,000
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$45,000</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$70,000</b>



**PUBLIC ACCESS, EDUCATION AND OUTREACH**

**Long Ridge Trail Connection to Eagle Rock and Devils Canyon**

**Project #: MAA16-001**

**Fund: 30 – Measure AA Capital**



**PROJECT DESCRIPTION**

Provide public access to an approximately one-mile trail connection to Eagle Rock and Devils Canyon.

**FY23 SCOPE**

Assess project goals. Continue trail scouting and identify site opportunities and constraints.

**FY24 SCOPE**

Initiate project feasibility and stakeholder outreach in conjunction with the Long Ridge Parking Feasibility Project. Conduct initial biological/cultural resource assessments.

**FY25 SCOPE**

Develop project description in conjunction with Long Ridge Parking Feasibility Study project. Initiate technical studies and preliminary design.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	60,000	80,000	0	140,000
8202–Environmental/Planning Services	0	0	0	15,000	30,000	75,000	120,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$110,000</b>	<b>\$75,000</b>	<b>\$260,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	75,000	110,000	75,000	260,000
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$110,000</b>	<b>\$75,000</b>	<b>\$260,000</b>





## PUBLIC ACCESS, EDUCATION AND OUTREACH

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

#### PROJECT DESCRIPTION

Provide a regional recreational trail across Highway 17 in Santa Clara County by constructing a new overcrossing near Los Gatos and Lexington Reservoir in close alignment with the HWY 17 Wildlife Crossing project MAA20-001.

#### FY23 SCOPE

Continue Caltrans PA&ED phase, including CEQA/NEPA review. Continue the Use & Management planning process for the crossings, regional trail connections, and other improvements associated with the Project. Continue public and partner outreach, and seek funding opportunities.

#### FY24 SCOPE

Complete Caltrans PA&ED phase including CEQA/NEPA review for Board consideration. Initiate RFQP for consultant permitting assistance and preliminary design development in coordination with Caltrans, resource agencies, and partners. Bring the Comprehensive Use & Management Plan to the Board for consideration at the same time as adoption of the CEQA document. Conduct/oversee permitting and design work. Continue partnership agreement discussions and negotiations with partner agencies and organizations.

#### FY25 SCOPE

Finalize Property Rights for connecting trails before constructing trail crossing. Continue permitting and design.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$79,808	\$42,760	\$47,225	\$164,093	\$243,230	\$300,000	\$877,116
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	161,082	10,000	40,000	1,025,000	2,025,000	1,000,000	4,261,082
8202–Environmental/Planning Services	352,505	430,000	487,500	0	0	0	1,270,005
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	323	0	0	0	0	0	323
8205–Construction	0	0	0	0	0	18,100,000	18,100,000
<b>Grand Total</b>	<b>\$593,718</b>	<b>\$482,760</b>	<b>\$594,725</b>	<b>\$1,189,093</b>	<b>\$2,268,230</b>	<b>\$19,400,000</b>	<b>\$24,528,526</b>
Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	593,718	482,760	594,725	1,189,093	2,268,230	1,300,000	6,428,526
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
<b>Grand Total</b>	<b>\$593,718</b>	<b>\$482,760</b>	<b>\$594,725</b>	<b>\$1,189,093</b>	<b>\$2,268,230</b>	<b>\$19,400,000</b>	<b>\$24,528,526</b>



**Spooky Knoll Trail Connections**  
**Project #: MAA20-004**  
**Fund: 30 – Measure AA Capital**



**PROJECT DESCRIPTION**

Spooky Knoll Trail/new Hwy 17 Trail Connections-Construction of trails outside of Caltrans ROW. Evaluate existing roadcut stability, engineer and permit drainage crossings, and initiate trail improvements.

**FY23 SCOPE**

Project has not started yet.

**FY24 SCOPE**

Project has not started yet.

**FY25 SCOPE**

Design, permit and build new trail connections.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	50,000	0	50,000
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	19,000	0	19,000
8205–Construction	0	0	0	0	150,000	0	150,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$219,000</b>	<b>\$0</b>	<b>\$219,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	219,000	0	219,000
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$219,000</b>	<b>\$0</b>	<b>\$219,000</b>

**PUBLIC ACCESS, EDUCATION AND OUTREACH**

**Bear Creek Stables Project**  
**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.

**FY23 SCOPE**

Secure Building Permits, prepare Bid Package, Solicit a Request for Bids, Award Contract, and Initiate Construction.

**FY24 SCOPE**

Complete construction.

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$52,249	\$22,716	\$35,454	\$45,293	\$0	\$0	\$155,712
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	637,167	130,000	325,000	95,000	0	0	1,187,167
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	11,800	15,000	25,500	27,500	0	0	79,800
8204–Permitting Fees	1,275	14,600	19,000	1,000	0	0	35,875
8205–Construction	36,499	0	1,300,000	3,850,000	0	0	5,186,499
<b>Grand Total</b>	<b>\$738,990</b>	<b>\$182,316</b>	<b>\$1,704,954</b>	<b>\$4,018,793</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,645,053</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	738,990	182,316	1,704,954	1,545,263	0	0	4,171,523
40–General Fund Capital	0	0	0	1,250,000	0	0	1,250,000
Grants/Partnerships/Other	0	0	0	1,223,530	0	0	1,223,530
<b>Grand Total</b>	<b>\$738,990</b>	<b>\$182,316</b>	<b>\$1,704,954</b>	<b>\$4,018,793</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,645,053</b>



## Bear Creek Redwoods – Alma College Cultural Landscape 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.

#### FY23 SCOPE

Complete the site construction work. Purchase and install year 1 of native nursery plants, seed, plant protections (to protect from animal browsing), and fencing.

#### FY24 SCOPE

Purchase and install year 2 of native nursery plants, seed, plant protections, and fencing.

#### FY25 SCOPE

Purchase and install final year of native nursery plants, seed, plant protections, and fencing.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$222,394	\$77,449	\$16,083	\$0	\$0	\$0	\$315,926
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	760,134	81,871	5,000	0	0	0	847,005
8202–Environmental/Planning Services	97,900	10,000	0	0	0	0	107,900
8203–Inspection/Construction Monitoring	65,780	77,500	2,000	0	0	0	145,280
8204–Permitting Fees	46,919	33,000	2,000	0	0	0	81,919
8205–Construction	507,545	3,193,807	464,000	145,000	75,000	0	4,385,352
<b>Grand Total</b>	<b>\$1,700,672</b>	<b>\$3,473,627</b>	<b>\$489,083</b>	<b>\$145,000</b>	<b>\$75,000</b>	<b>\$0</b>	<b>\$5,883,382</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	1,700,672	2,723,508	(353,355)	145,000	75,000	0	4,290,825
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	750,119	842,438	0	0	0	1,592,557
<b>Grand Total</b>	<b>\$1,700,672</b>	<b>\$3,473,627</b>	<b>\$489,083</b>	<b>\$145,000</b>	<b>\$75,000</b>	<b>\$0</b>	<b>\$5,883,382</b>

**PUBLIC ACCESS, EDUCATION AND OUTREACH**

**Phase II Trail Improvements, Bear Creek Redwoods OSP**  
**Project #: MAA21-011**  
**Fund: 30 – Measure AA Capital**



**PROJECT DESCRIPTION**

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

**FY23 SCOPE**

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

**FY24 SCOPE**

Complete construction work. Closeout grant. Conduct regulatory monitoring.

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$152,975	\$105,000	\$175,352	\$70,664	\$0	\$0	\$503,991
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	461,412	175,000	90,855	103,855	0	0	831,122
8202–Environmental/Planning Services	36,024	0	0	0	0	0	36,024
8203–Inspection/Construction Monitoring	0	0	15,000	10,000	0	0	25,000
8204–Permitting Fees	22,663	17,250	5,500	500	0	0	45,913
8205–Construction	41,200	50,000	1,124,800	923,500	0	0	2,139,500
<b>Grand Total</b>	<b>\$714,274</b>	<b>\$347,250</b>	<b>\$1,411,507</b>	<b>\$1,108,519</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,581,550</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	714,274	347,250	0	(651,095)	0	0	410,429
40–General Fund Capital	0	0	0	200,000	0	0	200,000
Grants/Partnerships/Other	0	0	1,411,507	1,559,614	0	0	2,971,121
<b>Grand Total</b>	<b>\$714,274</b>	<b>\$347,250</b>	<b>\$1,411,507</b>	<b>\$1,108,519</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,581,550</b>



**La Honda Creek Parking and Trailhead Access – Phase I Feasibility Study**  
**Project #: VP05-002**  
**Fund: 10 – General Fund Operating**



**PROJECT DESCRIPTION**

Implement feasible options to provide public access to the central area of the preserve that meet the Board-approved goals for the project.

**FY23 SCOPE**

Complete technical analysis and present findings to PNR for review, input, and direction on next steps toward developing conceptual site plan alternatives. Respond to feedback from public and stakeholder engagement.

**FY24 SCOPE**

Present technical and feasibility analysis, findings, and PNR recommendations to the Board for review, input, and confirmation on direction for next steps. Select preferred site plan alternatives to advance into environmental review and design development. Continue public and stakeholder engagement. Hire environmental planning consultant and initiate environmental review.

**FY25 SCOPE**

Complete environmental review. Bring final proposed parking and trailhead access project to the Board to certify the CEQA document/adopt the CEQA findings and approve the project to proceed with design and implementation.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	45,142	231,215	160,000	58,000	100,000	0	594,357
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
<b>Grand Total</b>	<b>\$45,142</b>	<b>\$231,215</b>	<b>\$160,000</b>	<b>\$58,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$594,357</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$45,142	\$231,215	\$160,000	\$58,000	\$100,000	\$0	\$594,357
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
<b>Grand Total</b>	<b>\$45,142</b>	<b>\$231,215</b>	<b>\$160,000</b>	<b>\$58,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$594,357</b>

## Rancho San Antonio (RSA) Multimodal Access – Implementation

Project #: VP11-001

Fund: 10 – General Fund Operating



### PROJECT DESCRIPTION

Implement transportation demand management strategies at Rancho San Antonio to reduce parking challenges and encourage multi-modal access to the preserve. *\*This project is the same as MAA11-003 but is separate as not all the work is MAA eligible.*

### FY 23 SCOPE

Continue coordinating with implementation partners on timing, funding and implementation of tier 1 partnership elements. Complete feasibility studies for the shuttle program and ride hail program. Initiate pilot programs if deemed feasible.

### FY 24 SCOPE

Continue implementation of tier 1 strategies. Evaluate pilot programs' effectiveness and consider long-term implementation if feasible.

### FY 25 SCOPE

Consider tier 2 strategies if necessary.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$33,000	\$53,000	\$0	\$0	\$0	\$86,000
5000-7000–Service & Supplies	59,324	40,000	65,000	50,000	0	0	214,324
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
<b>Grand Total</b>	<b>\$59,324</b>	<b>\$73,000</b>	<b>\$118,000</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$300,324</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$59,324	\$73,000	\$118,000	\$50,000	\$0	\$0	\$300,324
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
<b>Grand Total</b>	<b>\$59,324</b>	<b>\$73,000</b>	<b>\$118,000</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$300,324</b>



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



**PROJECT DESCRIPTION**

Pursue viable sections of the California Riding & Hiking Trail at Russian Ridge, Teague Hill and Lower La Honda Creek to Sam McDonald County Park to expand opportunities for trail connections. 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 La Honda Creek and Sam McDonald Park.

**FY23 SCOPE**

Complete transfer of California Riding and Hiking Trail (CRHT) from State of California to the District. Acquire additional private trail easements as needed. Initiate outreach and negotiation with private property owners subject to existing CRHT easements.

**FY24 SCOPE**

Continue outreach and negotiations with private property owners subject to existing CRHT easements.

**FY25 SCOPE**

Continue negotiations with private property owners subject to existing CRHT easements.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	32,500	0	0	0	32,500
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$32,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$32,500</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	32,500	0	0	0	32,500
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$32,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$32,500</b>



**PUBLIC ACCESS, EDUCATION AND OUTREACH**

**Bear Creek Redwoods North Parking Area  
Project #: VP21-005  
Fund: 40 – General Fund Capital**



**PROJECT DESCRIPTION**

Construct new North Parking Area to expand and improve parking capacity at Bear Creek Redwoods Preserve as prioritized in Phase III of the Bear Creek Redwoods Preserve Plan. 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.

**FY23 SCOPE**

Conduct planning and technical studies for conceptual design alternatives.

**FY24 SCOPE**

Initiate public outreach and stakeholder engagement on conceptual site plan alternatives. Revise conceptual design with Board Committee, Board and public input.

**FY25 SCOPE**

Initiate evaluation of selected site plan alternative for CEQA consistency with Preserve Plan EIR, conduct additional CEQA review if needed.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	45,000	55,000	75,000	50,000	225,000
8202–Environmental/Planning Services	0	0	16,000	20,000	0	0	36,000
8203–Inspection/Construction Monitoring	0	0	0	25,000	0	40,000	65,000
8204–Permitting Fees	0	0	0	0	0	22,000	22,000
8205–Construction	0	0	0	0	0	1,752,500	1,752,500
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$61,000</b>	<b>\$100,000</b>	<b>\$75,000</b>	<b>\$1,864,500</b>	<b>\$2,100,500</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	61,000	100,000	75,000	1,864,500	2,100,500
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$61,000</b>	<b>\$100,000</b>	<b>\$75,000</b>	<b>\$1,864,500</b>	<b>\$2,100,500</b>





# Assets and Organizational Support

Project #	Project Name	Fiscal Year	FY23	FY24	FY25	3-Year Total	Page #
10001	Records Management	FY23	\$80,000	\$0	\$0	\$80,000	166
10002	San Mateo County Master Permit	FY23	10,000	0	0	10,000	167
10003	Diversity, Equity, and Inclusion Program Actions	FY23/FY24/FY25	50,000	50,000	50,000	150,000	168
10004*	FOSM Update	FY23	30,000	0	0	30,000	169
31202-11-100000	New Administrative Office (AO) Facility	FY23	146,000	0	0	146,000	170
31905	Basic Policies for the Coastal Annexation Area	FY23/FY24/FY25	0	20,000	10,000	30,000	171
35004	Sierra Azul Ranger Residence	FY23/FY24	295,000	307,000	0	602,000	172
35007	Hawthorn Roof Replacement	FY24/FY25	0	303,000	95,500	398,500	173
35009	Red Barn Roof Repair	FY23/FY24	255,000	73,000	0	328,000	174
35010	Structure Disposition	FY23/FY24/FY25	516,500	524,500	524,500	1,565,500	175
35011	Hawthorns Historic Complex Structural Assessment	FY23	82,239	0	0	82,239	176
40013	50th Anniversary Public Events and Activities	FY23	174,151	0	0	174,151	177
50005	Tyler Munis Enterprise Resource Planning (ERP) Migration	FY23	102,000	0	0	102,000	178
51705	Cybersecurity Audit	FY23/FY24	25,000	35,000	0	60,000	179
51706	Cybersecurity Implementation	FY25	0	0	40,000	40,000	180
51707	District-wide Firewall Upgrade	FY23/FY24/FY25	0	105,000	15,000	120,000	181
51708	Preserve Use Permit System	FY23/FY24/FY25	0	35,000	75,000	110,000	182
51709	Ranger Laptop Refresh	FY23/FY24	60,000	60,000	0	120,000	183
61020	Thornewood Residence Evaluation	FY23	253,000	0	0	253,000	184
61026	Quam Residence Road Repair	FY23/FY24	202,000	148,000	0	350,000	185
65407	Radio System Assessment and Upgrade	FY23	1,445,000	0	0	1,445,000	186
None	District Office Server Refresh	FY23/FY24	90,000	10,000	0	100,000	187
None	Vehicle and Machinery/ Equipment Purchases	Reoccurring	715,000	465,000	465,000	1,645,000	188
<b>Total</b>			<b>\$4,530,890</b>	<b>\$ 2,135,500</b>	<b>\$1,275,000</b>	<b>\$7,941,390</b>	

\*Budgeted amount is a placeholder. This item will be brought back to the Board at an FY23 quarterly review when the total cost is determined.

## 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	FY23
Computer System Failover (Off-site)	Continue the off-site computer system failover to maintain business continuity in the event physical servers are damaged by fire, natural disaster, or cyberattack.	Administrative Services	FY25
Customer Relationship Management (CRM)*	Provide more efficient management of public notification and engagement processes, including mailings/email notifications, and create consistent contact management for contact information of partners, vendors and outside organizations.	Public Affairs	FY23
Design-Build Legislation	Provide District with permanent ability to utilize design-build contracting for capital projects as a useful contracting tool.	Public Affairs	FY23
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	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 vehicle and equipment fleet.	Administrative Services	FY24/FY25
Fleet Transition Plan	Create a medium to long term plan to transition the fleet away from fossil fuels, as an item under the Climate Action Plan.	Land and Facilities	FY23
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	FY24
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	FY23
Historic Resources Procedural Guide/Library	Develop an administrative historic resources procedural guide as a guiding document for consistent historic resource management and update existing database.	Planning	FY23/FY24
IT Master Plan Update	Improve Midpen's technology tools.	Administrative Services	FY25
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	FY23
SharePoint – Document Management System	Continue building out the 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	FY23/FY24

\*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**

Continue to support paperless solutions and increase access to Midpen documents, staff will use the Board-approved retention schedule to inventory and digitize paper files.

**FY23 SCOPE**

Complete document digitization of paper files and proper disposition of paper documents. Complete input of digitized documents into the Electronic Document Management System from electronic files.

**FY24 SCOPE**

Project completed in prior fiscal year(s).

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	54,210	39,000	80,000	0	0	0	173,210
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
<b>Grand Total</b>	<b>\$54,210</b>	<b>\$39,000</b>	<b>\$80,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$173,210</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$54,210	\$39,000	\$80,000	\$0	\$0	\$0	\$173,210
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
<b>Grand Total</b>	<b>\$54,210</b>	<b>\$39,000</b>	<b>\$80,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$173,210</b>

**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.

**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.

**FY24 SCOPE**

Complete County master permit approval process. No project budget needed; only staff time is anticipated after FY23.

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	40,000	10,000	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
<b>Grand Total</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$50,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$40,000	\$10,000	\$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
<b>Grand Total</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$50,000</b>

**ASSETS AND ORGANIZATIONAL SUPPORT**

**Diversity, Equity, and Inclusion Program Actions**  
**Project #: 10003**  
**Fund: 10–General Fund Operating**



**PROJECT DESCRIPTION**

Implement new actions to further the Board’s policy, goals and priorities related to Diversity, Equity, and Inclusion. Implement DEI recommendations that were developed in 2020-2021 focused on (1) Recruitment, Hiring and Staff Development and (2) Community Outreach and Partnerships.

**FY23 SCOPE**

Implement first year of actions items (two to four DEI initiatives), focusing on initiatives that are foundational to support ongoing DEI goals. Certain initiatives will be completed within the fiscal year and others may need multiple years to fully implement.

**FY24 SCOPE**

Implement second year of action items. Certain initiatives will be completed within the fiscal year and others may need multiple years to fully implement.

**FY25 SCOPE**

Implement third year of action items. Certain initiatives will be completed within the fiscal year and others may need multiple years to fully implement.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	50,000	50,000	50,000	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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$150,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$50,000	\$50,000	\$50,000	\$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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$150,000</b>

**ASSETS AND ORGANIZATIONAL SUPPORT****FOSM Update****Project #: 10004****Fund: 10–General Fund Operating****PROJECT DESCRIPTION**

Provide a comprehensive update of the Financial Organization Sustainability Model with a focus on a 10-year outlook on program delivery, organization, reporting structure, staffing and financial sustainability.

**FY23 SCOPE**

Hire consultant, conduct staff interviews, prepare scenarios for staffing and organizational change over the next 10 years. Analyze those scenarios for efficiency of service delivery and financial sustainability. Prepare draft report.

**FY24 SCOPE**

Review report and finalize. Present report findings and recommendations to the Board. Prepare implementation measures for development of FY25 CIAP.

**FY25 SCOPE**

Project completed in previous fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget*	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	30,000	0	0	0	30,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$30,000	\$0	\$0	\$0	\$30,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,000</b>

\*Budgeted amount is a placeholder. This item will be brought back to the Board at an FY23 quarterly review when the total cost is determined.

**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.

**FY23 SCOPE**

Project closeout and address post-construction matters.

**FY24 SCOPE**

Project completed in prior fiscal year(s).

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	1,973,601	368,000	22,000	0	0	0	2,363,601
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	57,260	528,500	0	0	0	0	585,760
8204–Permitting Fees	267,479	0	5,000	0	0	0	272,479
8205–Construction	5,914,828	16,299,085	89,000	0	0	0	22,302,913
8301–Furniture	0	1,000,000	30,000	0	0	0	1,030,000
<b>Grand Total</b>	<b>\$39,955,573</b>	<b>\$18,195,585</b>	<b>\$146,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$58,297,158</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	39,955,573	18,195,585	146,000	0	0	0	58,297,158
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$39,955,573</b>	<b>\$18,195,585</b>	<b>\$146,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$58,297,158</b>





## ASSETS AND ORGANIZATIONAL SUPPORT

### Basic Policies for the Coastal Annexation Area

Project #: 31905

Fund: 10 – General Fund Operating

#### PROJECT DESCRIPTION

Develop basic policies for the Coastal Annexation Area and incorporate into Midpen’s existing Basic Policy, originally adopted in 1999, to fulfill an obligation established by the 2003 Coastal Service Plan.

#### FY23 SCOPE

Obtain Board approval of workplan. Prepare a framework to develop basic policies for the Coastal Annexation Area based on interdepartmental review of current District policies, guidelines, and practices. Prepare a public and stakeholder engagement strategy.

#### FY24 SCOPE

Obtain Committee and Board approval of project scope and engagement strategy. Conduct outreach and engagement throughout District jurisdiction, including Coastside. Draft basic policies for the Coastal Annexation Area based on Board, public, and stakeholder input.

#### FY25 SCOPE

Finalize basic policies for the Coastal Annexation Area with Committee and Board and incorporate into the District’s existing Basic Policy.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	20,000	10,000	0	30,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$30,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$20,000	\$10,000	\$0	\$30,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$30,000</b>



**ASSETS AND ORGANIZATIONAL SUPPORT**

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



**PROJECT DESCRIPTION**

Repurpose and repair existing structure as residence to enhance onsite presence, monitoring, and off-hours response at Sierra Azul Preserve. Repave driveway from Pheasant Road to South Area Outpost.

**FY23 SCOPE**

Develop bid package, solicit bids and award contract. Initiate construction.

**FY24 SCOPE**

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

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	95,468	49,925	75,000	0	0	0	220,393
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	100,000	307,000	0	0	407,820
<b>Grand Total</b>	<b>\$103,993</b>	<b>\$49,925</b>	<b>\$295,000</b>	<b>\$307,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$755,918</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	103,993	49,925	295,000	307,000	0	0	755,918
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$103,993</b>	<b>\$49,925</b>	<b>\$295,000</b>	<b>\$307,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$755,918</b>

**ASSETS AND ORGANIZATIONAL SUPPORT**

## Hawthorn Roof Replacement

### Project #: 35007

### Fund: 20 – Hawthorns Fund

**PROJECT DESCRIPTION**

Conduct critical maintenance repairs to support the long-term preservation of a historical structure. Assess and replace historical building roof system on structures.

**FY23 SCOPE**

Deferred pending historic and structural evaluations of Hawthorns Historic Complex and Board direction on the main house.

**FY24 SCOPE**

If directed by the Board and based on the results of the Hawthorns Historic Complex Assessment and subsequent decisions, complete design, complete CEQA review and secure permits. Prepare bid package, solicit bids and award contract. Initiate construction. Complete bat survey.

**FY25 SCOPE**

Complete construction.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	11,000	0	8,000	5,000	0	24,000
8202–Environmental/Planning Services	0	10,250	0	15,000	5,000	0	30,250
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	5,000	3,000	0	8,000
8205–Construction	0	0	0	275,000	82,500	0	357,500
<b>Grand Total</b>	<b>\$0</b>	<b>\$21,250</b>	<b>\$0</b>	<b>\$303,000</b>	<b>\$95,500</b>	<b>\$0</b>	<b>\$419,750</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorn Fund	0	21,250	0	303,000	95,500	0	419,750
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$21,250</b>	<b>\$0</b>	<b>\$303,000</b>	<b>\$95,500</b>	<b>\$0</b>	<b>\$419,750</b>

**ASSETS AND ORGANIZATIONAL SUPPORT**

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



**PROJECT DESCRIPTION**

Long term preservation of historical structure. Replace historical building roof system.

**FY23 SCOPE**

Begin implementation of roof repair recommendations.

**FY24 SCOPE**

Complete recommendations.

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	11,000	5,000	5,000	0	0	21,000
8202–Environmental/Planning Services	0	115,500	25,000	10,000	0	0	150,500
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	15,000	5,000	3,000	0	0	23,000
8205–Construction	0	0	220,000	55,000	0	0	275,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$141,500</b>	<b>\$255,000</b>	<b>\$73,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$469,500</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	141,500	255,000	73,000	0	0	469,500
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$141,500</b>	<b>\$255,000</b>	<b>\$73,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$469,500</b>

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

Assess condition of vacant structures and gather information to determine long term disposition.

**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.

**FY24 SCOPE**

Complete implementation actions for structures evaluated in FY23. Conduct research and assess conditions of an additional two to three structures. Develop disposition recommendations for Board consideration and direction.

**FY25 SCOPE**

Complete implementation actions for structures evaluated in FY24. 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	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	181,500	181,500	181,500	0	544,500
8203–Inspection/Construction Monitoring	0	0	16,500	22,000	22,000	0	60,500
8204–Permitting Fees	0	1,000	30,000	30,000	30,000	0	91,000
8205–Construction	0	0	277,500	280,000	280,000	0	837,500
<b>Grand Total</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$516,500</b>	<b>\$524,500</b>	<b>\$524,500</b>	<b>\$0</b>	<b>\$1,566,500</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	1,000	516,500	524,500	524,500	0	1,566,500
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$516,500</b>	<b>\$524,500</b>	<b>\$524,500</b>	<b>\$0</b>	<b>\$1,566,500</b>

**Hawthorns Historic Complex Structural Assessment**  
**Project #: 35011**  
**Fund: 10–General Fund Operating**



**PROJECT DESCRIPTION**

Perform structural assessment; analyze opportunities and constraints for rehabilitation, stabilization, or repair; identify regulatory requirements (including historic resource requirements and exemptions) for structure stabilization; and provide options with high-level cost estimates.

**FY23 SCOPE**

Complete memo of the research findings and site visit. Complete structural assessments and provide options with cost estimates. Present information to Board and receive direction on next steps.

**FY24 SCOPE**

TBD based on Board direction.

**FY25 SCOPE**

TBD based on Board direction.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	44,030	82,239	0	0	0	126,269
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$44,030</b>	<b>\$82,239</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$126,269</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$44,030	\$82,239	\$0	\$0	\$0	\$126,269
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$44,030</b>	<b>\$82,239</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$126,269</b>

**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 to commemorate 50 years of public open space preservation, restoration and connection.

**FY23 SCOPE**

Hold series of anniversary events, activities and anniversary gatherings.

**FY24 SCOPE**

Project completed in prior fiscal year(s).

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	325,000	174,151	0	0	0	499,151
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$325,000</b>	<b>\$174,151</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$499,151</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$325,000	\$174,151	\$0	\$0	\$0	\$499,151
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$325,000</b>	<b>\$174,151</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$499,151</b>



**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, a modern cloud ERP that provides substantially more functionality than the current on-premise solution. The new functionality will streamline many finance and HR business processes and enable paperless workflows.

**FY23 SCOPE**

Investigate additional workflow automations for new Human Capital Management and Financial Management Modules. Retire associated Access databases.

**FY24 SCOPE**

Project completed in prior fiscal year(s).

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	76,785	132,924	102,000	0	0	0	311,709
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
<b>Grand Total</b>	<b>\$76,785</b>	<b>\$132,924</b>	<b>\$102,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$311,709</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$76,785	\$132,924	\$102,000	\$0	\$0	\$0	\$311,709
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
<b>Grand Total</b>	<b>\$76,785</b>	<b>\$132,924</b>	<b>\$102,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$311,709</b>



**ASSETS AND ORGANIZATIONAL SUPPORT****Cybersecurity Audit****Project #: 51705****Fund: 10–General Fund Operating****PROJECT DESCRIPTION**

Due to growing cybersecurity risks, an external cybersecurity audit is needed to improve security posture. This audit will identify areas that need greater protection from cyber threats and provide recommendations to further secure critical infrastructure.

**FY23 SCOPE**

Develop scope of work, release RFQP, select consultant, and enter into contract.

**FY24 SCOPE**

Complete Cybersecurity Audit.

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	25,000	35,000	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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$25,000</b>	<b>\$35,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$60,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$25,000	\$35,000	\$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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$25,000</b>	<b>\$35,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$60,000</b>

**ASSETS AND ORGANIZATIONAL SUPPORT**

**Cybersecurity Implementation**  
**Project #: 51706**  
**Fund: 10–General Fund Operating**



**PROJECT DESCRIPTION**

Improve Midpen's cybersecurity posture by implementing projects identified in the Cybersecurity Audit.

**FY23 SCOPE**

Project has not started yet.

**FY24 SCOPE**

Project has not started yet.

**FY25 SCOPE**

TBD

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	40,000	0	40,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$0</b>	<b>\$40,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$40,000	\$0	\$40,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$0</b>	<b>\$40,000</b>

**ASSETS AND ORGANIZATIONAL SUPPORT**

**District-wide Firewall Upgrade**  
**Project #: 51707**  
**Fund: 40–General Fund Capital**



**PROJECT DESCRIPTION**

Upgrade firewalls to provide additional information security. Midpen's current firewalls are approaching 4 years in age. Due to the rapid change in technology and the growing need for additional security features new firewalls are required.

**FY23 SCOPE**

Conduct needs assessment to identify firewall needs over the next 3-5 years that take into account the growing security demands.

**FY24 SCOPE**

Procure and install firewalls.

**FY25 SCOPE**

Project completed in previous fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
8304–Communications/Network Infrastructure & Equipment	0	0	0	105,000	15,000	0	120,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$105,000</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$120,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	105,000	15,000	0	120,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$105,000</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$120,000</b>



**ASSETS AND ORGANIZATIONAL SUPPORT**

**Preserve Use Permit System**  
**Project #: 51708**  
**Fund: 10–General Fund Operating**



**PROJECT DESCRIPTION**

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.

**FY23 SCOPE**

Gather business requirements and conduct permit systems needs assessment.

**FY24 SCOPE**

Scope, research, and select permit management system.

**FY25 SCOPE**

Procure and Go-live with permit management system.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	35,000	75,000	0	110,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$35,000</b>	<b>\$75,000</b>	<b>\$0</b>	<b>\$110,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$35,000	\$75,000	\$0	\$110,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$35,000</b>	<b>\$75,000</b>	<b>\$0</b>	<b>\$110,000</b>



## ASSETS AND ORGANIZATIONAL SUPPORT

### Ranger Laptop Refresh

Project #: 51709

Fund: 10–General Fund Operating

#### PROJECT DESCRIPTION

Ranger laptops are over 5 years old and need upgrades to continue functioning properly.

#### FY23 SCOPE

Assess ranger laptop needs. Begin procuring, configuring and issuing ranger laptops.

#### FY24 SCOPE

Complete configuring and issuing of all ranger laptops.

#### FY25 SCOPE

Project completed in previous fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	60,000	60,000	0	0	120,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$60,000</b>	<b>\$60,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$120,000</b>
Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$60,000	\$60,000	\$0	\$0	\$120,000
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
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$60,000</b>	<b>\$60,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$120,000</b>

**ASSETS AND ORGANIZATIONAL SUPPORT**

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



**PROJECT DESCRIPTION**

Complete historic evaluation and structural evaluation of the Thornewood residence to inform repair plan of a historic structure.

**FY23 SCOPE**

TBD, based on board-approved direction given in late FY22.

**FY24 SCOPE**

Project completed in prior fiscal year(s).

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	23,000	38,000	0	0	0	61,000
8202–Environmental/Planning Services	0	23,000	0	0	0	0	23,000
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	200,000	0	0	0	200,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$46,000</b>	<b>\$253,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$299,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	46,000	253,000	0	0	0	299,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>0</b>	<b>\$46,000</b>	<b>\$253,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$299,000</b>

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

Evaluate cost of driveway repair. Compare with potential rental revenue return for Quam residence and demolition cost. Bring to Board for decision on disposition of the structure. Either demolish the structure or repair driveway.

**FY23 SCOPE**

Develop bid package, solicit bids and award contract if total costs are less than \$350,000. If costs are greater than \$350,000 seek further board approval.

**FY24 SCOPE**

Complete construction.

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	22,000	5,000	0	0	27,000
8204–Permitting Fees	0	0	12,500	0	0	0	12,500
8205–Construction	0	0	167,500	143,000	0	0	310,500
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$202,000</b>	<b>\$148,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$350,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	202,000	148,000	0	0	350,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$202,000</b>	<b>\$148,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$350,000</b>

**ASSETS AND ORGANIZATIONAL SUPPORT**

**Radio System Assessment and Upgrade  
Project #: 65407  
Fund: 40 – General Fund Capital**



**PROJECT DESCRIPTION**

Ensure District's radio system remains operational and reliable. Provide radio coverage within new land acquisitions and address coverage gaps in existing high-use areas.

**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.

**FY24 SCOPE**

Project completed in prior fiscal year(s).

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	356,212	487,000	0	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	822,000	958,000	0	0	0	1,780,000
<b>Grand Total</b>	<b>\$54,788</b>	<b>\$1,178,212</b>	<b>\$1,445,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,678,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	1,178,212	1,445,000	0	0	0	2,678,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$54,788</b>	<b>\$1,178,212</b>	<b>\$1,445,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,678,000</b>



**ASSETS AND ORGANIZATIONAL SUPPORT****District Office Server Refresh****Project #: None****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Upgrade current server infrastructure. 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.

**FY23 SCOPE**

Conduct server infrastructure needs assessment, research server infrastructure, and select servers hardware and software.

**FY24 SCOPE**

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

**FY25 SCOPE**

Project completed in prior fiscal year(s).

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	90,000	10,000	0	0	100,000
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$90,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100,000</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	90,000	10,000	0	0	100,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$90,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100,000</b>

**ASSETS AND ORGANIZATIONAL SUPPORT**

**Vehicle and Machinery/Equipment Purchases**

**Project #: None**

**Fund: 40 – General Fund Capital**



**PROJECT DESCRIPTION**

Provide necessary vehicles and equipment for Administrative and Field Office staff to further the District's mission and meet project delivery and service delivery commitments.

**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.

**FY24 SCOPE**

Unknown at this time. Will need to wait for Fleet Transition Plan to be completed to decide which vehicles will be purchased.

**FY25 SCOPE**

Unknown at this time. Will need to wait for Fleet Transition Plan to be completed to decide which vehicles will be purchased.

Summary of Estimated Costs	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	35,370	95,000	400,000	165,000	165,000	0	860,370
8501–Vehicles	344,682	45,000	315,000	300,000	300,000	0	1,304,682
<b>Grand Total</b>	<b>\$380,052</b>	<b>\$140,000</b>	<b>\$715,000</b>	<b>\$465,000</b>	<b>\$465,000</b>	<b>\$0</b>	<b>\$2,165,052</b>

Funding Source	Prior Year Actuals	FY22 Estimated Actuals	FY23 Budget	FY24 Projections	FY25 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	380,052	140,000	715,000	465,000	465,000	0	2,165,052
Grants/Partnerships/Other	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>\$380,052</b>	<b>\$140,000</b>	<b>\$715,000</b>	<b>\$465,000</b>	<b>\$465,000</b>	<b>\$0</b>	<b>\$2,165,052</b>

# Section 4

## Department Summaries



Cloverdale Ranch Open Space Preserve (Midpen)





# 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:

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## Administrative Services Business Line

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Budget and Analysis

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Finance

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Grants

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Human Resources

---

Information Systems and Technology

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Procurement

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## Project Planning and Delivery Business Line

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Engineering and Construction

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Planning

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Real Property

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## Public Affairs Department *(reports to the General Manager)*

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### Visitor and Field Services Business Line

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Land and Facilities

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Natural Resources

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Visitor Services

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This section identifies each of Midpen’s departments, their mission and core functions, staffing levels, objectives, performance metrics and proposed FY23 budget.

# Administrative Services Business Line

## 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.

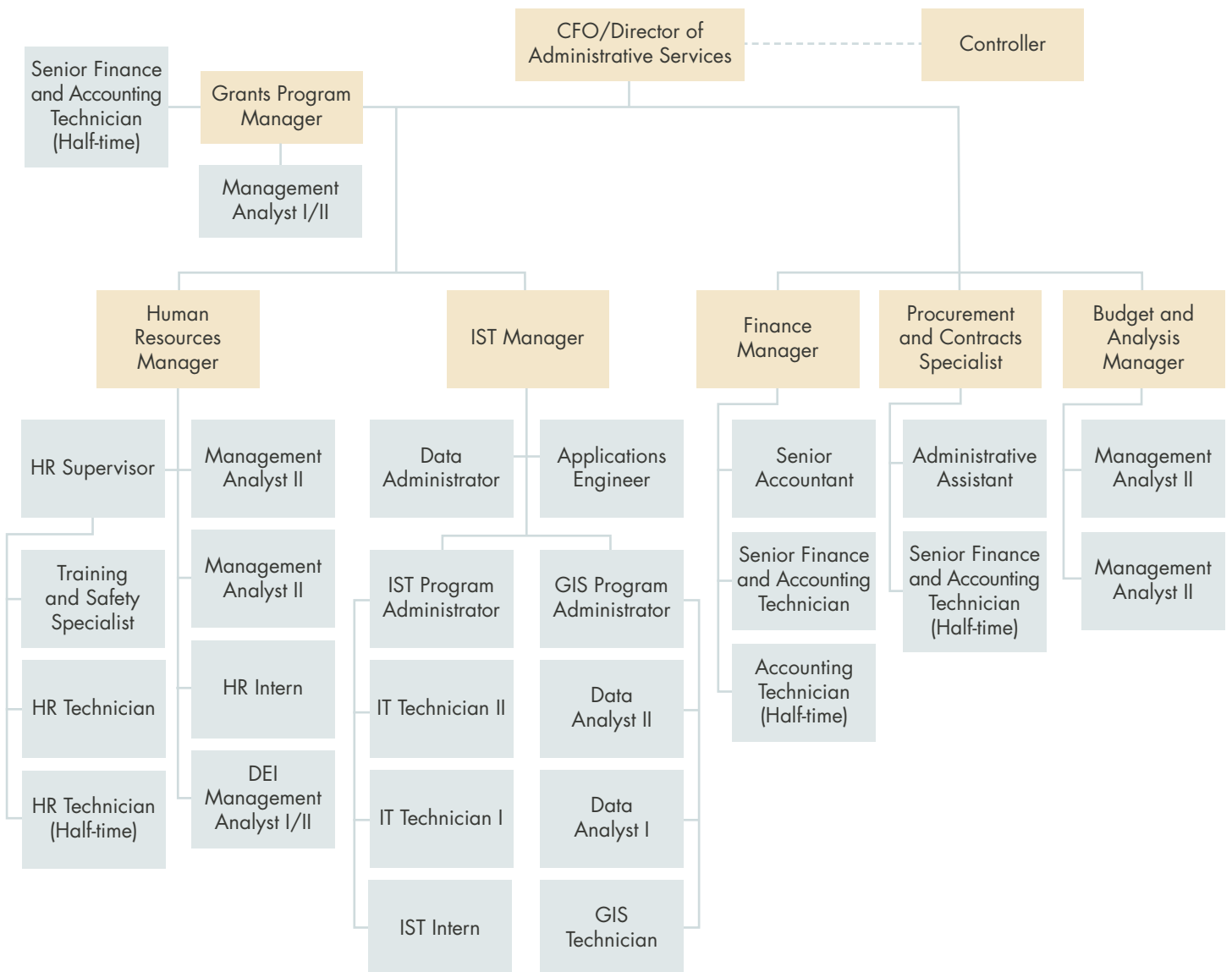
Provide Midpen with an overall IT strategy that fosters organizational innovation and efficiencies.

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

Coordinate grant applications, awards and compliance.

Manage Midpen procurement.

## Organizational Chart



## Staffing Levels

Position	FY19 Amended FTE	FY20 Adopted FTE	FY21 Adopted FTE	FY22 Adopted FTE	FY23 Proposed FTE	Change from FY22 Modified
Accounting Technician	0.5	0.5	0.5	0.5	0.5	0
Administrative Assistant	1	1	1	1	1	0
Applications Engineer	1	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	1	1	0
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	2	2	2	2	2	0
Management Analyst I/II (Budget & Analysis)	2	2	2	2	2	0
Management Analyst I/II (DEI)	0	0	0	0	1	1
Management Analyst I/II (Grants)	0	0	0	0	1	1
Management Analyst I/II (Human Resources)	2	2	2	2	2	0
Procurement and Contracts Specialist	1	1	1	1	1	0
Senior Accountant	1	1	1	1	1	0
Senior Finance and Accounting Technician	1	2	2	2	2	0
Training and Safety Specialist	1	1	1	1	1	0
<b>Total FTE</b>	<b>25.25*</b>	<b>26.25*</b>	<b>26.25*</b>	<b>27.25**</b>	<b>29.25***</b>	<b>2</b>

\*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.

\*\*\*Not included in the FTE count is 1 HR Intern and 1 IST 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	FY2023
Goal 4	51705	Cybersecurity Audit	FY2024
Goal 4	51706	Cybersecurity Implementation	FY2028
Goal 4	51707	District-wide Firewall Upgrade	FY2024
Goal 4	51708	Preserve Use Permit System	FY2025
Goal 4	51709	Ranger Laptop Refresh	FY2024
Goal 4	None	District Office Server Refresh	FY2024
Goal 4	Supporting	Computer System Failover (Off-site)	FY2025
Goal 4	Supporting	Fleet Management	FY2025
Goal 4	Supporting	GIS Strategic Plan	FY2024
Goal 4	Supporting	IT Master Plan Update	FY2026
Goal 3 & 4	Supporting	Public GIS Hub	FY2023
Goal 4	Supporting	SharePoint – Document Management System	FY2024

For the full statement of Midpen’s Strategic Plan goals and objectives, see page 8; project details are included in Section 3.

### Performance Metrics

Strategic Plan Linkage	Indicator	FY21 Target	FY21 Actuals	FY22 Target	FY23 Target
Goal 4	Number of job recruitments completed within target timeline	32	21	32	32
Goal 4	Employee retention rate	≥90%	93%	≥90%	≥90%
Goal 4	Percent of FTEs using web and mobile enterprise GIS	40%	40%	40%	40%
Goal 4	Percent of total District files in Office 365	60%	57%	60%	60%
Goal 4	Percent spent of adopted and final adjusted budget	90% / 90%	92%/90%	90% / 90%	90% / 90%
Goal 4	Budget Book receives GFOA Award for Distinguished Budget Presentation	Yes	Yes	Yes	Yes
Goal 4	Annual Report receives 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	50%	64%	60%	65%



## Budget

Midpen Budget by Expenditure Category	FY21 Actuals	FY22 Adopted Budget	FY23 Proposed Budget	\$ Change from FY22 Adopted Budget	% Change from FY22 Adopted Budget
<b>Administrative Services</b>					
Salaries and Benefits	\$5,239,750	\$5,791,536	\$6,258,011	\$466,475	8%
Services and Supplies	1,563,791	2,181,406	2,053,672	(127,734)	- 6%
<b>Total Operating Expenditures</b>	<b>6,803,541</b>	<b>7,972,942</b>	<b>8,311,683</b>	<b>338,741</b>	<b>4%</b>
General Fund Capital	0	62,000	90,000	28,000	45%
Measure AA Capital	0	0	0	0	0%
<b>Total Capital Expenditures</b>	<b>0</b>	<b>62,000</b>	<b>90,000</b>	<b>28,000</b>	<b>45%</b>
<b>Total Administrative Services Expenditures</b>	<b>\$6,878,541</b>	<b>\$8,034,942</b>	<b>\$8,401,683</b>	<b>\$366,741</b>	<b>5%</b>

Note: Salaries & Benefits increase includes annual PERS Unfunded Liability contribution in addition to step increases and an addition of 2 FTEs and 2 interns. General Fund Capital includes the District Office Server Refresh project.



Skyline Ridge Open Space Preserve (Caroline Lambert)

# 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.

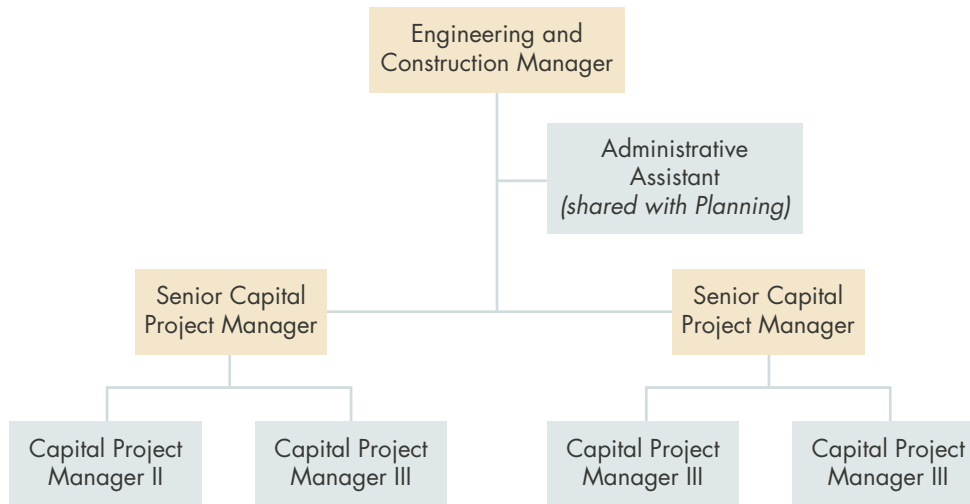
Provide design, project management, construction management and/or construction oversight of large-scale capital projects.

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	FY19 Amended FTE	FY20 Adopted FTE	FY21 Adopted FTE	FY22 Adopted FTE	FY23 Proposed FTE	Change from FY22 Modified
Capital Project Manager II	1	1	1	1	1	0
Capital Project Manager III	3	3	3	3	3	0
Engineering and Construction Manager	1	1	1	1	1	0
Senior Capital Project Manager	2	2	2	2	2	0
<b>Total FTE</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>0</b>

*Administrative Assistant is shared with Planning but budgeted within the Planning Department.*

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

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

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

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

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

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Purisima Creek Redwoods Open Space Preserve (Vivian Lou)



## Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 4	31202-11-100000	Administrative Office (AO) Facility	FY2023
Goal 2 & 3	31901	ADA Barrier Removal	Ongoing
Goal 3	31903	Hwy 35 Multi-use Trail Crossing and Parking – Feasibility Study	FY2025
Goal 4	35004	Sierra Azul Ranger Residence	FY2024
Goal 4	35006	Kennedy Trailhead Parking Area Improvement	FY2027
Goal 4	35007	Hawthorn Roof Replacement	FY2024
Goal 4	35008	Kennedy Trail Retaining Wall	FY2024
Goal 2 & 4	35009	Red Barn Roof Repair	FY2024
Goal 4	35010	Structure Disposition	FY2024
Goal 1	35011	Hawthorns Historic Complex Structural Assessment	TBD
Goal 2	35012	Driscoll Ranch New Agricultural Well	FY2025
Goal 3 & 4	35013	Fremont Older Parking Lot Improvements	FY2025
Goal 3	35014	Guadalupe Creek Crossing Replacement	FY2025
Goal 3 & 4	35015	Rancho San Antonio Road Repair	FY2024
Goal 2	35016	Toto Ranch New Agricultural Well(s)	FY2025
Goal 1 & 3	MAA03-009	Purisima-to-the-Sea Parking	FY2029
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	FY2024
Goal 3	MAA05-012	Paulin Culvert/Bridge Improvements	FY2025
Goal 3	MAA05-013	La Honda Parking and Trailhead Access – Implementation	FY2029
Goal 3 & 4	MAA21-004	Bear Creek Stables Project	FY2024
Goal 3	MAA21-006	Bear Creek Redwoods – Alma College Cultural Landscape Rehabilitation	FY2023

For the full statement of Midpen’s Strategic Plan goals and objectives, see page 8; project details are included in Section 3.

## Performance Metrics

Strategic Plan Linkage	Indicator	FY21 Target	FY21 Actuals	FY22 Target	FY23 Target
Goal 4	Percent of projects finished within Board approved budget (base bid and contingency)	80%	100%	80%	80%
Goal 4	Percent of projects finished within schedule indicated at the time of award of contract	80%	69%	80%	80%

## Budget

Midpen Budget by Expenditure Category	FY21 Actuals	FY22 Adopted Budget	FY23 Proposed Budget	\$ Change from FY22 Adopted Budget	% Change from FY22 Adopted Budget
<b>Engineering and Construction</b>					
Salaries and Benefits	\$1,108,242	\$1,206,827	\$1,239,826	\$32,999	3%
Less: MAA Reimbursable Staff	(200,258)	(258,414)	(132,647)	125,767	- 49%
Net Salaries and Benefits	907,984	948,413	1,107,179	158,766	17%
Services and Supplies	34,535	190,319	247,785	57,466	30%
<b>Total Operating Expenditures</b>	<b>942,519</b>	<b>1,138,732</b>	<b>1,354,964</b>	<b>216,232</b>	<b>19%</b>
Hawthorns Capital	0	47,300	0	(47,300)	- 100%
<b>Total Hawthorns Expenditures</b>	<b>0</b>	<b>47,300</b>	<b>0</b>	<b>(47,300)</b>	<b>- 100%</b>
General Fund Capital	11,400,197	19,634,983	3,276,100	(16,358,883)	- 83%
Measure AA Capital	2,305,446	5,814,803	6,935,222	1,120,419	19%
<b>Total Capital Expenditures</b>	<b>13,705,643</b>	<b>25,449,786</b>	<b>10,211,322</b>	<b>(15,238,464)</b>	<b>- 60%</b>
<b>Total Engineering and Construction Expenditures</b>	<b>\$14,648,162</b>	<b>\$26,635,818</b>	<b>\$11,566,286</b>	<b>(\$15,069,532)</b>	<b>- 57%</b>

Note: General Fund Capital includes a reduction of \$16.4 million for the one-time expense of completion of the new Administrative Office building.



Coal Creek Open Space Preserve (Midpen)



# Office of the General Counsel

## MISSION STATEMENT

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

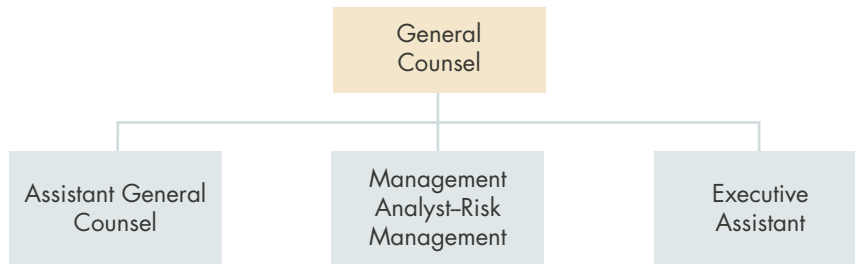
## CORE FUNCTIONS

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



Los Trancos Open Space Preserve (Karl Gohl)

### Staffing Levels

Position	FY19 Amended FTE	FY20 Adopted FTE	FY21 Amended FTE	FY22 Adopted FTE	FY23 Proposed FTE	Change from FY22 Modified
Assistant General Counsel	1	1	1	1	1	0
General Counsel	1	1	1	1	1	0
Executive Assistant	1	1	1	1	1	0
Management Analyst – Risk Management	0.5	0.5	1	1	1	0
<b>Total FTE</b>	<b>3.5</b>	<b>3.5</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>0</b>

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

For the full statement of Midpen’s Strategic Plan goals and objectives, see page 8; project details are included in Section 3.

### Budget

Midpen Budget by Expenditure Category	FY21 Actuals	FY22 Adopted Budget	FY23 Proposed Budget	\$ Change from FY22 Adopted Budget	% Change from FY22 Adopted Budget
<b>General Counsel</b>					
Salaries and Benefits	\$700,216	\$801,859	\$923,286	\$121,427	15%
Services and Supplies	59,742	98,985	96,710	(2,275)	- 2%
<b>Total Operating Expenditures</b>	<b>759,957</b>	<b>900,844</b>	<b>1,019,996</b>	<b>119,152</b>	<b>13%</b>
<b>Total General Counsel Expenditures</b>	<b>\$759,957</b>	<b>\$900,844</b>	<b>\$1,019,996</b>	<b>\$119,152</b>	<b>13%</b>

Note: Salaries and benefits increase includes additional temporary legal assistance.

# 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.

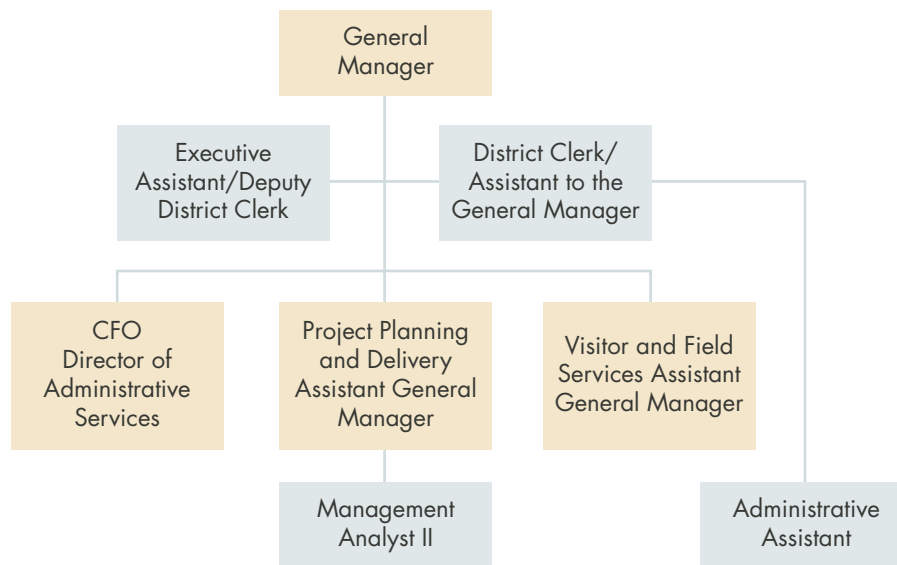
Accomplish the goals and objectives set out in the Board of Directors’ Strategic Plan.

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	FY19 Amended FTE	FY20 Adopted FTE	FY21 Adopted FTE	FY22 Adopted FTE	FY23 Proposed FTE	Change from FY22 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 Manager	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 I/II	1	1	1	1	1	0
<b>Total FTE</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>0</b>



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	FY2024
Goal 3	10003	Diversity, Equity, and Inclusion Program Actions	FY2027
Goal 4	10004	FOSM Update	FY2024
Goal 3	10005	Purisima Preserve Multimodal Access – Implementation	FY2026
Goal 2 & 3	31901	ADA Barrier Removal	Ongoing
Goal 3	MAA11-003	Rancho San Antonio (RSA) Multimodal Access – Implementation	FY2025
Goal 1 & 3	VP11-001	Rancho San Antonio (RSA) Multimodal Access – Implementation	FY2024
Goal 3	Supporting	Cooley Landing Site Use Agreements	FY2023
Goal 2	Supporting	Fire Suppression Program: Review Staffing, Equipment and Training	FY2023

For the full statement of Midpen’s Strategic Plan goals and objectives, see page 8; project details are included in Section 3.

### Performance Metrics

Strategic Plan Linkage	Indicator	FY21 Target	FY21 Actuals	FY22 Target	FY23 Target
Goal 1	Number of public meetings held per year	60	65	60	60

### Budget

Midpen Budget by Expenditure Category	FY21 Actuals	FY22 Adopted Budget	FY23 Proposed Budget	\$ Change from FY22 Adopted Budget	% Change from FY22 Adopted Budget
<b>General Manager</b>					
Salaries and Benefits	\$1,807,586	\$1,855,225	\$1,925,413	\$70,188	4%
Services and Supplies	240,624	402,125	625,190	223,065	55%
<b>Total Operating Expenditures</b>	<b>2,048,210</b>	<b>2,257,350</b>	<b>2,550,603</b>	<b>293,253</b>	<b>13%</b>
<b>Total General Manager Expenditures</b>	<b>\$2,048,210</b>	<b>\$2,257,350</b>	<b>\$2,550,603</b>	<b>\$293,253</b>	<b>13%</b>

Note: Services and Supplies increase is due to two new partnership projects and Rancho San Antonio Multimodal Access–Implementation (non-MAA eligible) and Diversity, Equity, Inclusion Program Actions projects.

# Land and Facilities Services Department

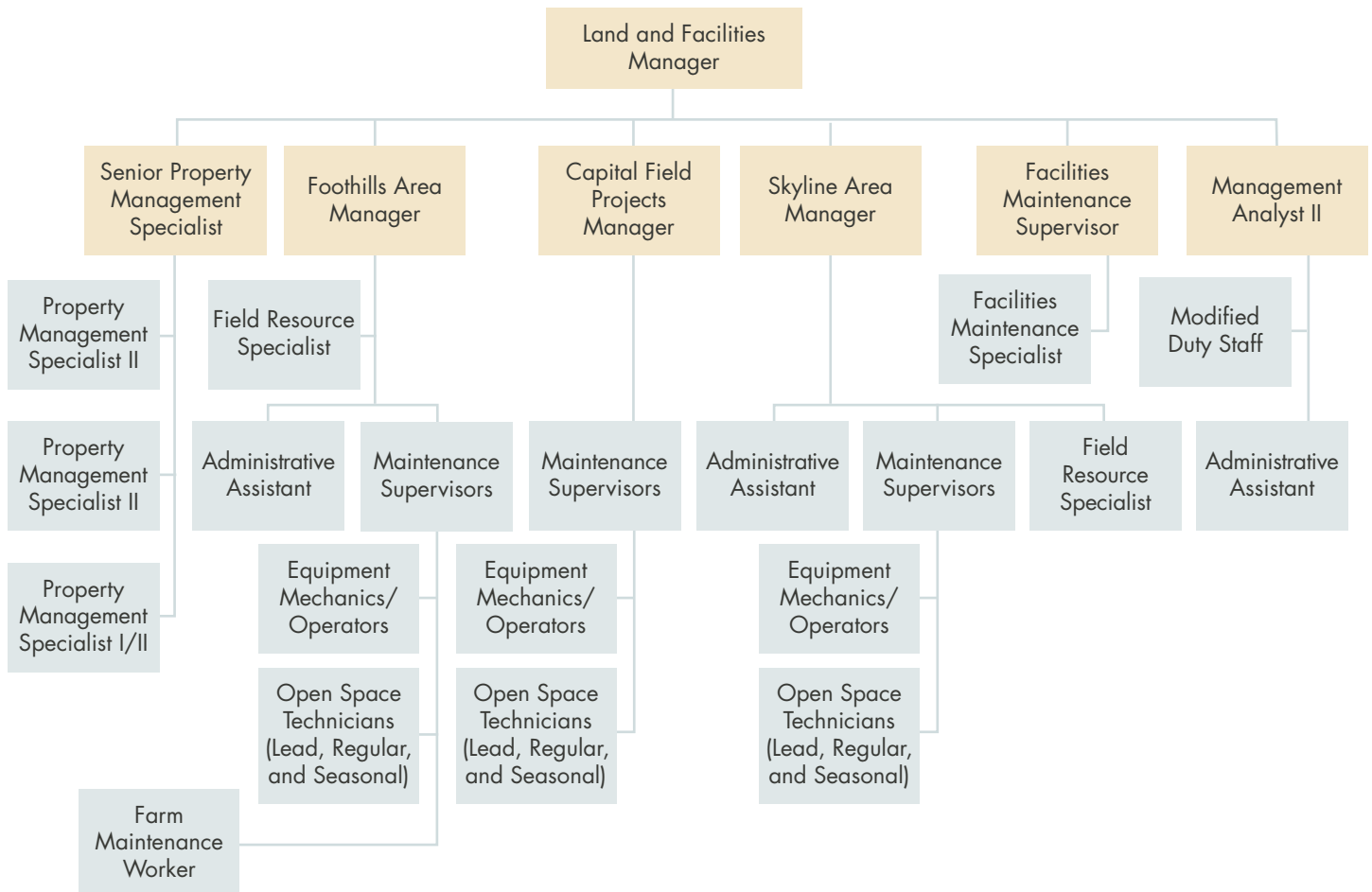
## MISSION STATEMENT

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.
- \_\_\_\_\_ Manage the District’s fleet of vehicles and equipment for staff use.

### Organizational Chart



### Staffing Levels

Position	FY19 Amended FTE	FY20 Adopted FTE	FY21 Adopted FTE	FY22 Adopted FTE	FY23 Proposed FTE	Change from FY22 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	7	7	7	8	8	0
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	1	2	1
Land and Facilities Manager	1	1	1	1	1	0
Lead Open Space Technician	6	7	7	7	8	1
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	3	1
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
<b>Total FTE</b>	<b>56.3</b>	<b>57.3</b>	<b>57.3</b>	<b>59.3</b>	<b>62.3</b>	<b>3</b>



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 2	61017	Fuel Reduction Implementation	FY2031
Goal 4	61020	Thornewood Residence Evaluation	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	FY2025
Goal 4	61026	Quam Residence Road Repair	FY2024
Goal 3	61027	Rancho San Antonio ADA Path to Deer Hollow Farm	FY2027
Goal 2	61028	SCC Forest Health & Wildfire – Wildland Fire Resiliency	FY2023
Goal 3	61029	Monte Bello Black Mountain Trail Extension	FY2028
Goal 2	61030	Toto Ranch Agricultural Plan	FY2024
Goal 1 & 2	61031	Wildland Fire Resiliency Partnership Project	TBD
Goal 1 & 3	MAA03-010	Purisima-to-the-Sea Trail	FY2030
Goal 3	MAA05-007	La Honda Creek Phase II Trail Connections	FY2026
Goal 2	MAA05-011	Lone Madrone Ranch Fence Installation	FY2024
Goal 2	MAA05-014	Lone Madrone Corrals	FY2026
Goal 3 & 4	MAA10-001	Alpine Road Regional Trail, Coal Creek	FY2024
Goal 2 & 3	MAA13-002	Cloverdale Road and Trail Renovation	TBD
Goal 3	MAA16-001	Long Ridge Trail Connection to Eagle Rock and Devils Canyon	FY2026
Goal 3	MAA20-004	Spooky Knoll Trail/new Hwy 17 Trail Connections	TBD
Goal 3 & 4	MAA21-011	Phase II Trail Improvements, Bear Creek Redwoods OSP	FY2024
Goal 3 & 4	Supporting	Bear Creek Stables Operator RFP/Lease	FY2023
Goal 2 & 4	Supporting	Fleet Transition Plan	FY2023
Goal 4	N/A	Vehicle and Machinery/Equipment Purchases	Ongoing

For the full statement of Midpen's Strategic Plan goals and objectives, see page 8; project details are included in Section 3.

## Performance Metrics

Strategic Plan Linkage	Indicator	FY21 Target	FY21 Actuals	FY22 Target	FY23 Target
Goal 3	Miles of single-track trail brushed annually	84	84	75	75
Goal 3	Miles of trails built annually	2	2.5	2	1
Goal 2	Percentage of work completed of enhanced fire management within Tier 1 or Tier 2 priority areas	N/A	N/A	N/A	85%

## Budget

Midpen Budget by Expenditure Category	FY21 Actuals	FY22 Adopted Budget	FY23 Proposed Budget	\$ Change from FY22 Adopted Budget	% Change from FY22 Adopted Budget
<b>Land and Facilities</b>					
Salaries and Benefits	\$6,447,561	\$7,210,449	\$7,996,667	786,218	11%
Less: MAA Reimbursable Staff Costs	(249,318)	(193,321)	(194,170)	(849)	0%
Net Salaries and Benefits	6,198,243	7,017,128	7,802,497	785,369	11%
Services and Supplies	3,642,564	4,742,204	4,047,466	(694,738)	- 15%
<b>Total Operating Expenditures</b>	<b>9,840,807</b>	<b>11,759,332</b>	<b>11,849,963</b>	<b>90,631</b>	<b>1%</b>
Services and Supplies	23,186	77,200	37,200	(40,000)	- 52%
<b>Total Hawthorns Expenditures</b>	<b>23,186</b>	<b>77,200</b>	<b>37,200</b>	<b>(40,000)</b>	<b>- 52%</b>
General Fund Capital	658,816	1,656,925	1,403,500	(253,425)	- 15%
Measure AA Capital	646,785	419,821	541,720	121,899	29%
<b>Total Capital Expenditures</b>	<b>1,305,601</b>	<b>2,076,746</b>	<b>1,945,220</b>	<b>(131,526)</b>	<b>- 6%</b>
<b>Total Land and Facilities Expenditures</b>	<b>\$11,169,593</b>	<b>\$13,913,278</b>	<b>\$13,832,383</b>	<b>(\$80,895)</b>	<b>- 1%</b>

Note: Increase in Salaries and Benefits is due primarily to the 3 new FTEs which will help with the additional support needed for projects focused on fire suppression and sustainable agricultural improvements. The decreases in Services and Supplies is due to no longer carrying funds for the satellite Administrative Office leases and completion of some large projects in FY22.



Skyline Ridge Space Preserve (Ken Lunders)



# 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

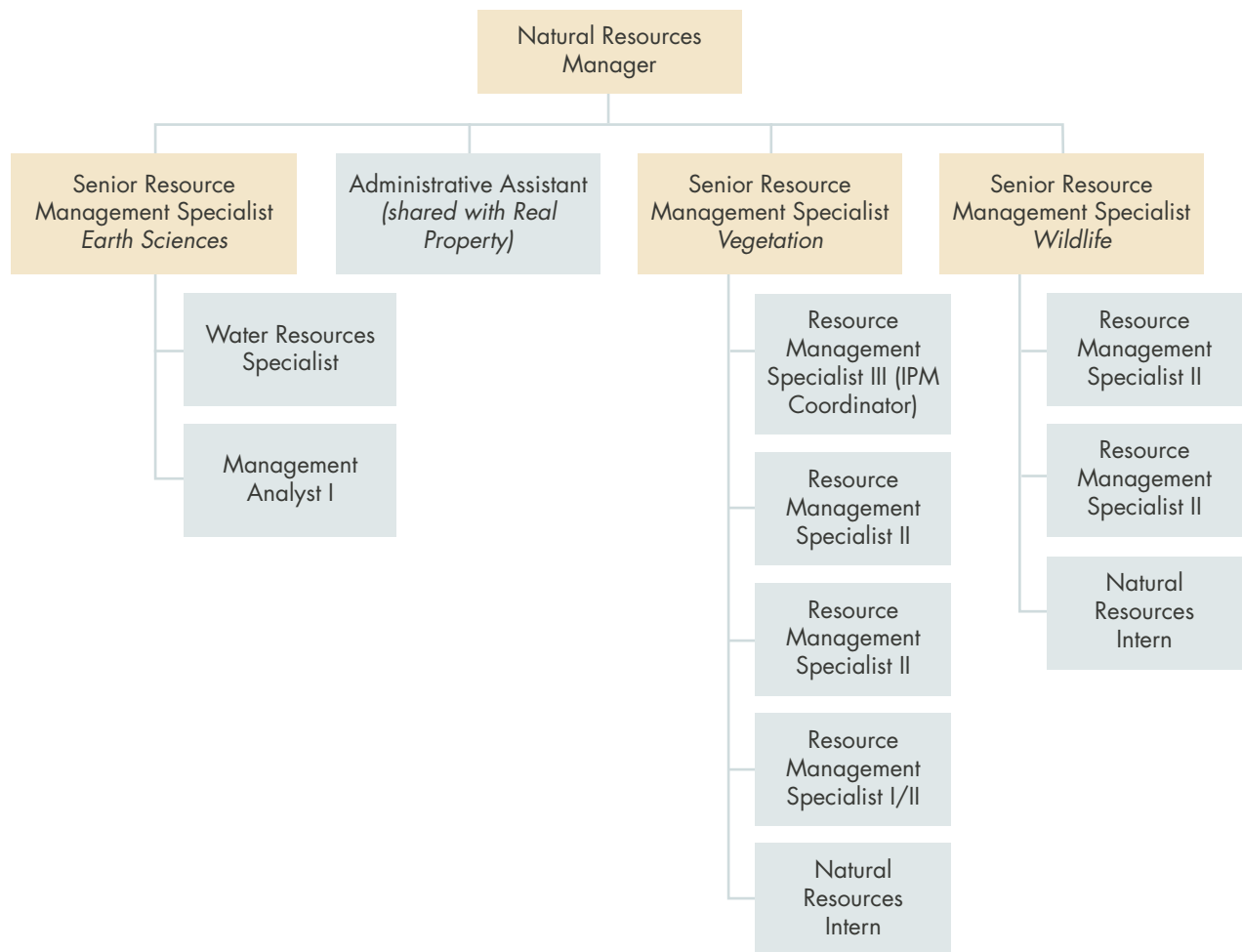
Plan, implement, and design projects to protect and restore the natural resources.

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	FY19 Amended FTE	FY20 Adopted FTE	FY21 Adopted FTE	FY22 Adopted FTE	FY23 Proposed FTE	Change from FY22 Modified
Management Analyst I/II	0	1	1	1	1	0
Natural Resources Manager	1	1	1	1	1	0
Resource Management Specialist I/II	4	4	4	4	5	1
Resource Management Specialist III (IPM Coordinator)	1	1	1	1	1	0
Senior Resource Management Specialist	3	3	3	3	3	0
Water Resources Specialist	1	1	1	1	1	0
<b>Total FTE</b>	<b>10*</b>	<b>11**</b>	<b>11**</b>	<b>11**</b>	<b>12**</b>	<b>1</b>

Administrative Assistant is shared with Real Property but budgeted within the Real Property Department.

\*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:

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

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

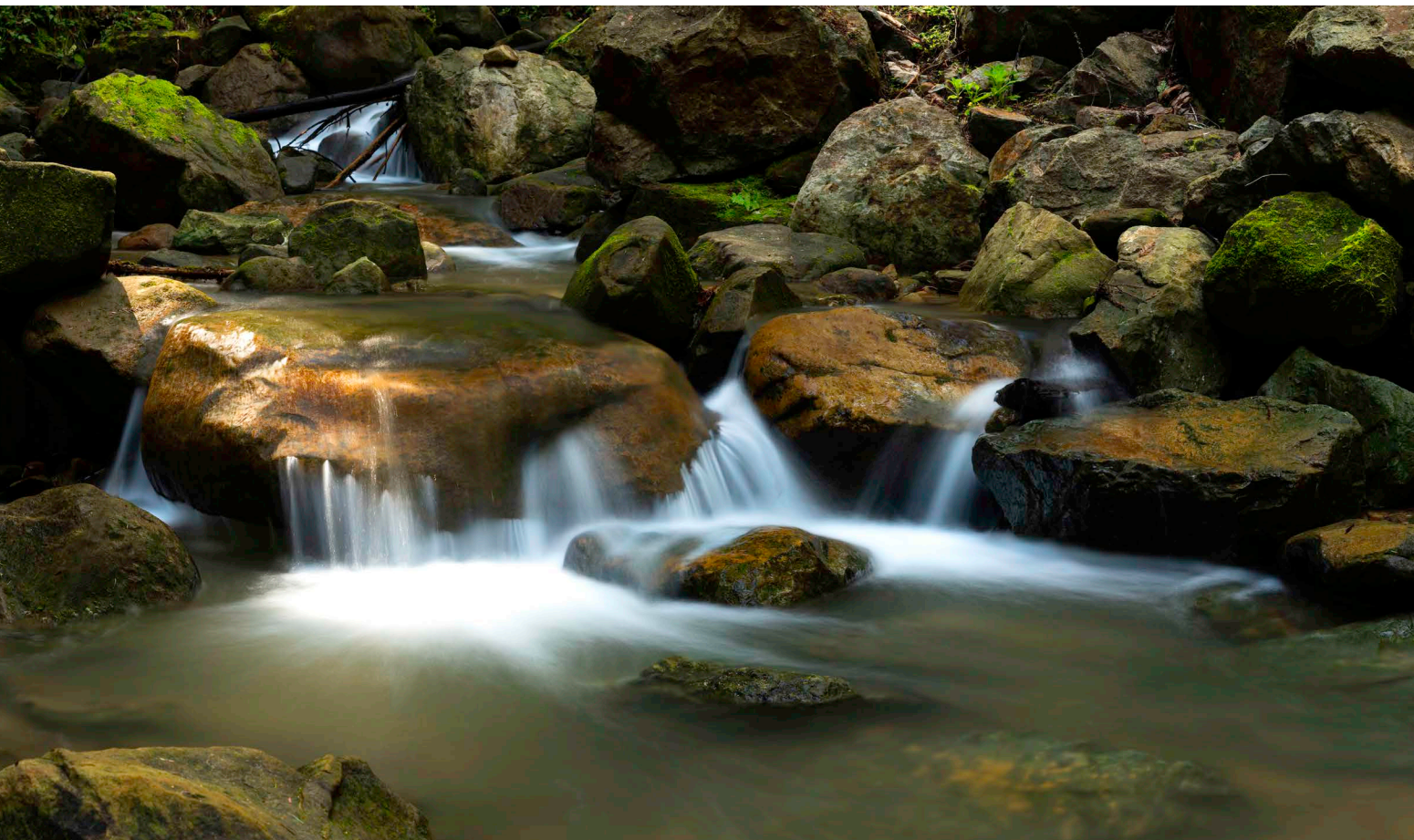
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Goal 3 – Connect people to open space and a regional environmental protection vision

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

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Thornewood Open Space Preserve (Frank Mao)



## Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 2	61014	Bear Creek Stables Road Drainage Repairs	FY2023
Goal 2	80003-10	Wildland Fire Resiliency Program	FY2024
Goal 2	80054	Badger/Burrowing Owl Habitat Assessment	FY2024
Goal 2	80058	Districtwide Aquatic Habitat Assessment and eDNA Collection	FY2024
Goal 2	80059	Groundwater Well Decommissioning	FY2025
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	FY2025
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	FY2025
Goal 2	80072	Irish Ridge Restoration	FY2028
Goal 2	80073	Oversight of Lehigh Quarry Activities	FY2023
Goal 1	80074	Science Advisory Panel	FY2025
Goal 2	80075	Aquatic Habitats Climate Resiliency Plan	FY2025
Goal 2	80076	CEQA Review for IPM Program	FY2025
Goal 1 & 3	80077	Ethnobotanical Inventory for Tribal Partnerships	FY2026
Goal 2	80078	Locally Sourced Native Seed Production Site	FY2028
Goal 2	80079	Miramontes Ridge Reforestation	FY2031
Goal 1 & 3	80080	Native Plant-Pollinator Demonstration Garden	FY2031
Goal 2	80081	Pescadero Watershed Sediment Reduction Implementation	FY2030
Goal 2	80082	San Gregorio Water Quality Improvement Plan	FY2030
Goal 2	80083	Santa Cruz Kangaroo Rat Habitat and Population Management Project	FY2025
Goal 2	80084	Remediation of Planting Sites	FY2024
Goal 2	MAA01-006	Madonna Creek Fish, Water Supply, and Bridge Replacement	FY2026
Goal 2	MAA02-004	Stevens Creek Shoreline Nature Area Restoration	FY2028
Goal 1 & 3	MAA03-002	Purisima Upland Site Clean up and Soil Remediation	FY2024
Goal 2	MAA03-007	Purisima-to-the-Sea Habitat Enhancement and Water Supply Improvement Plan	FY2025
Goal 2	MAA03-011	Lobitos Creek Fisheries Restoration	FY2029
Goal 2	MAA05-010	Restoration Forestry Demonstration Project	FY2026
Goal 2	MAA07-008	Lower Turtle Pond Repair	FY2025
Goal 2	MAA13-001	Cloverdale – Infrastructure Upgrades and Improvements	FY2030
Goal 1	MAA20-001	Wildlife Corridor: Highway 17 Crossing	FY2030
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 Passage	FY2023
Goal 2	VP22-002	Alma Bridge Road Wildlife Passage	FY2026
Goal 2	Supporting	Agricultural Policy	FY2023
Goal 2	Supporting	Drought Response and Resiliency Plan	FY2024
Goal 2 & 3	Supporting	Water Quality Monitoring Program	FY2024

For the full statement of Midpen’s Strategic Plan goals and objectives, see page 8; project details are included in Section 3.



## Performance Metrics

Strategic Plan Linkage	Indicator	FY21 Target	FY21 Actuals	FY22 Target	FY23 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%	61%	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	41% 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	FY21 Actuals	FY22 Adopted Budget	FY23 Proposed Budget	\$ Change from FY22 Adopted Budget	% Change from FY22 Adopted Budget
<b>Natural Resources</b>					
Salaries and Benefits	\$1,656,117	\$1,778,648	\$2,026,373	\$247,725	14%
Less: MAA Reimbursable Staff Costs	(13,752)	(91,919)	(77,573)	14,346	- 16%
Net Salaries and Benefits	1,642,356	1,686,729	1,948,800	262,071	16%
Services and Supplies	2,011,441	3,275,223	3,217,194	(58,029)	- 2%
<b>Total Operating Expenditures</b>	<b>3,653,806</b>	<b>4,961,952</b>	<b>5,165,994</b>	<b>204,042</b>	<b>4%</b>
General Fund Capital	48,559	161,000	155,000	(6,000)	- 4%
Measure AA Capital	785,080	1,316,919	1,924,073	607,154	46%
<b>Total Capital Expenditures</b>	<b>833,639</b>	<b>1,477,919</b>	<b>2,079,073</b>	<b>601,154</b>	<b>41%</b>
<b>Total Natural Resources Expenditures</b>	<b>\$4,487,445</b>	<b>\$6,439,871</b>	<b>\$7,245,067</b>	<b>\$805,196</b>	<b>13%</b>

Note: Salaries and Benefits increase includes the addition of a Resource Management Specialist I/II and lower MAA Reimbursable labor expected next year. Measure AA Capital contains several large projects, including Wildlife Corridor: Highway 17 Crossing, Purisima-to-the-Sea Habitat Enhancement, and Bear Creek Redwoods-Alma College Cultural Landscape Rehabilitation.



Cloverdale Ranch Space Preserve (Midpen)



# 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

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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.

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

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

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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.).

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Support Grants Program in seeking partnership opportunities, new grant and other funding sources to further Midpen’s mission, Vision Plan, Strategic Plan goals and leverage Measure AA funding.

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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.

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

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Plan and design signage for preserves and trails.

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

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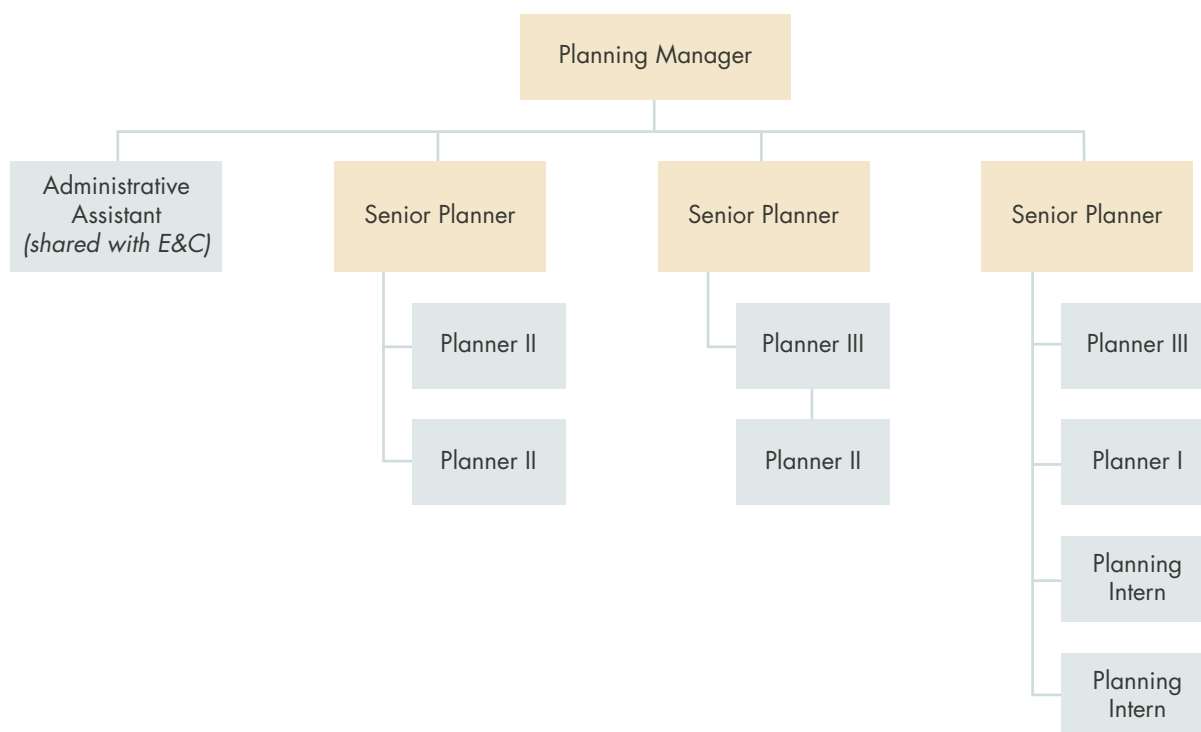
Comply and document long-term mitigation and monitoring requirements for public access projects.

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Provide accessibility review of new public access improvement plans.

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## Organizational Chart



## Staffing Levels

Position	FY19 Amended FTE	FY20 Adopted FTE	FY21 Adopted FTE	FY22 Adopted FTE	FY23 Proposed FTE	Change from FY22 Modified
Administrative Assistant*	1	1	1	1	1	0
Planner I/II	4	4	4	4	4	0
Planner III	3	3	2	2	2	0
Planning Manager	1	1	1	1	1	0
Senior Planner	2	2	3	3	3	0
<b>Total FTE</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11**</b>	<b>11**</b>	<b>0</b>

\*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:

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

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

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

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

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## Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 3	31903	Hwy 35 Multi-use Trail Crossing and Parking – Phase I Feasibility Study and Phase II Concept Design	FY2025
Goal 3	31904	Purisima Preserve Multimodal Access Study	FY2023
Goal 2 & 3	31905	Basic Policies for the Coastal Annexation Area	FY2025
Goal 3	31907	Johnston Ranch Loop Trail and Parking Area	FY2026
Goal 3	31908	Long Ridge Parking – Feasibility Study	FY2026
Goal 4	35006	Kennedy Trailhead Parking Area Improvement	FY2027
Goal 1 & 3	MAA03-005	Purisima-to-the-Sea Trail and Parking Area – Phase I Feasibility Study	FY2023
Goal 1 & 3	MAA03-008	Purisima-to-the-Sea Comprehensive Use and Management Plan	FY2024
Goal 1 & 3	MAA06-002	Hawthorns Area Plan	FY2026
Goal 1 & 3	MAA07-013	La Honda Event Center Area Plan	FY2027
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 3	VP21-005	Bear Creek Redwoods North Parking Area	FY2029
Goal 4	Supporting	Historic Resources Procedural Guide/Library	FY2024
Goal 3	Supporting	Regional Trails and Active Transportation/Access to Open Space Planning and Coordination	FY2025
Goal 3	Supporting	Trail Information System	FY2025
Goal 3	Supporting	Trail Junction Numbering System	FY2024

For the full statement of Midpen’s Strategic Plan goals and objectives, see page 8; project details are included in Section 3.

## Performance Metrics

Strategic Plan Linkage	Indicator	FY21 Target	FY21 Actuals	FY22 Target	FY23 Target
Goal 1	Number of projects leveraged with partnerships	90% of annual target (Target 3 projects)	100% (6 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	FY21 Actuals	FY22 Adopted Budget	FY23 Proposed Budget	\$ Change from FY22 Adopted Budget	% Change from FY22 Adopted Budget
<b>Planning</b>					
Salaries and Benefits	\$1,491,760	\$1,727,229	\$1,844,472	\$117,243	7%
Less: MAA Reimbursable Staff	(79,937)	(75,645)	(92,599)	(16,954)	22%
Net Salaries and Benefits	1,411,823	1,651,584	1,751,873	100,289	6%
Services and Supplies	40,252	674,783	374,714	(300,069)	- 44%
<b>Total Operating Expenditures</b>	<b>1,452,075</b>	<b>2,326,367</b>	<b>2,126,587</b>	<b>(199,780)</b>	<b>- 9%</b>
Hawthorns Capital	0	0	0	0	0%
<b>Total Hawthorns Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
General Fund Capital	12,415	33,000	0	(33,000)	- 100%
Measure AA Capital	1,038,881	1,021,645	916,099	(105,546)	- 13%
<b>Total Capital Expenditures</b>	<b>1,051,296</b>	<b>1,054,645</b>	<b>916,099</b>	<b>(138,546)</b>	<b>- 13%</b>
<b>Total Planning Expenditures</b>	<b>\$2,503,371</b>	<b>\$3,381,012</b>	<b>\$3,042,686</b>	<b>(\$338,326)</b>	<b>- 10%</b>

Note: General Fund Operating budget decrease due to moving the Rancho San Antonio Multimodal Access–Implementation (non-MAA eligible) project to the General Manager’s Office and lower budget to complete the La Honda Creek Parking and Trailhead Access–Phase I Feasibility Study project (additional budget is expected in FY24 to move feasibility study elements into design and environmental review). General Fund Capital decrease due to replacing the Kennedy Restroom Replacement project with Kennedy Trailhead Parking Area Improvement project which will start in FY24.



Purisima Creek Redwoods Open Space Preserve (Charlotte Lungren)

# 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

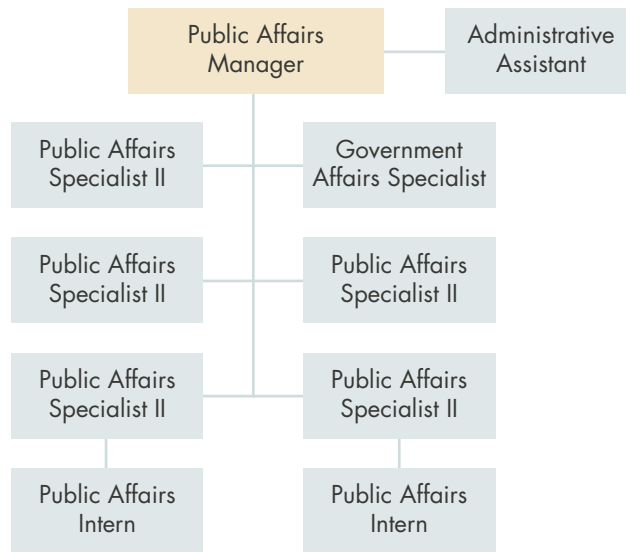
Maximize public awareness and understanding of Midpen and its activities.

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	FY19 Amended FTE	FY20 Adopted FTE	FY21 Adopted FTE	FY22 Adopted FTE	FY23 Proposed FTE	Change from FY22 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/II	3	5	4	4	4	0
<b>Total FTE</b>	<b>6*</b>	<b>8</b>	<b>7</b>	<b>7*</b>	<b>7**</b>	<b>0</b>

\*Not included in the FTE count is 1 Public Affairs Intern and 1 limited term Public Affairs Specialist.

\*\*Not included in the FTE count are 2 Public Affairs Interns and 1 limited term Public Affairs Specialist.

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 (CRM)	FY2023
Goal 1 & 4	Supporting	Design-Build Legislation	FY2023
Goal 2 & 3	Supporting	Good Neighbor Policy Update	FY2023

For the full statement of Midpen's Strategic Plan goals and objectives, see page 8; project details are included in Section 3.

### Performance Metrics

Strategic Plan Linkage	Indicator	FY21 Target	FY21 Actuals	FY22 Target	FY23 Target
Goal 3	Total reach of Midpen communications channel outreach	N/A	3,660,000	2 million	2.5 million
Goal 3	Percentage of ideas pitched to media that become stories	N/A	69%	51%	51%
Goal 3	Percent of information requests/complaints answered within two business days	90%	95%	90%	90%
Goal 1 & 4	Percentage of governmental agency partners engaged	N/A	71%	80%	67%*

\*Note: The percentage drop reflects the fact that there are more opportunities in FY23 for engagement and outreach, as well as the frequency of engagement for cities is adjusted compared to prior years. In FY23, along with our previous annual contacts, the list of governmental agency partners and individuals also includes prospective elected official candidates in key districts, and new state and federal delegation members as a result of redistricting. As a result, although the total count for engagement will increase, the percentage of all individuals and agencies contacted will go down.

### Budget

Midpen Budget by Expenditure Category	FY21 Actuals	FY22 Adopted Budget	FY23 Proposed Budget	\$ Change from FY22 Adopted Budget	% Change from FY22 Adopted Budget
<b>Public Affairs</b>					
Salaries and Benefits	\$1,003,523	\$1,191,021	\$1,272,581	\$81,560	7%
Services and Supplies	449,198	1,204,292	912,730	(291,562)	- 24%
<b>Total Operating Expenditures</b>	<b>1,452,721</b>	<b>2,395,313</b>	<b>2,185,311</b>	<b>(210,002)</b>	<b>- 9%</b>
<b>Total Public Affairs Expenditures</b>	<b>\$1,452,721</b>	<b>\$2,395,313</b>	<b>\$2,185,311</b>	<b>(\$210,002)</b>	<b>- 9%</b>

Note: Salaries and Benefits increase reflects an additional intern. Services and Supplies decrease is due to the winding down of Midpen's 50th Anniversary Public Events and Activities project.

# 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

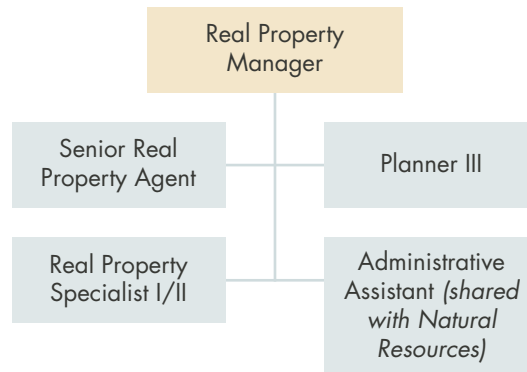
Provide comprehensive land conservation planning and analysis to guide the land purchase program in coordination with other departments.

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



Russian Ridge Open Space Preserve (Katie Nelson)



## Staffing Levels

Position	FY19 Amended FTE	FY20 Adopted FTE	FY21 Adopted FTE	FY22 Adopted FTE	FY23 Proposed FTE	Change from FY22 Modified
Administrative Assistant*	1	1	1	1	1	0
Planner III	1	1	1	1	1	0
Real Property Manager	1	1	1	1	1	0
Real Property Specialist I/II	1	1	1	1	1	0
Senior Real Property Agent	1	1	1	1	1	0
<b>Total FTE</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>0</b>

\*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	FY2025
Goal 1 & 2	MAA01-005	Johnston Ranch Land Acquisition	FY2023
Goal 1 & 3	MAA03-006	South Cowell Upland Land Conservation	FY2023
Goal 1	VP06-002	El Mirador Land Conservation	FY2025
Goal 1	VP08-001	Upper San Gregorio Land Conservation	FY2023
Goal 1	VP08-002	Upper Alpine Creek Land Conservation	FY2025
Goal 1	VP10-003	Transfer of Upper Alpine Road from San Mateo County	FY2025
Goal 1 & 2	VP13-001	Cloverdale Ranch Land Opportunity	FY2024
Goal 1	VP14-001	California Riding & Hiking Trails	FY2023
Goal 1 & 2	VP15-001	Redwood Forest Land Opportunity	FY2024
Goal 1	VP15-005	Upper Oil Creek Redwood Land Conservation	FY2025
Goal 1	VP22-003	San Jose Water Company Lands	FY2023
Goal 1	VP23-004	Mt. Umunhum Land Conservation	FY2025
Goal 1 & 3	VP24-002	Valley Water Exchange Agreement at Rancho de Guadalupe Area of Sierra Azul Preserve	FY2025
Goal 1 & 2	VP25-001	Sierra Azul Loma Prieta Land Conservation	FY2025
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	Land Conservation Guidance Document	FY2023

For the full statement of Midpen's Strategic Plan goals and objectives, see page 8; project details are included in Section 3.

## Performance Metrics

Strategic Plan Linkage	Indicator	FY21 Target	FY21 Actuals	FY22 Target	FY23 Target
Goal 1	Land Conservation	N/A	686.02	686	5,105
Goal 1	Total number of acres protected (preserved)	N/A	65,153	65,839	70,944
Goal 2	Land Conservation Connectivity	N/A	Advanced the Purisima-to-the-Sea regional trail project, made strides towards filling in gaps in the Bay Area Ridge Trail at El Sereno OSP to Sanborn County Park, and got closer to obtaining all property rights needed for the future Mt. Umunhum-to-the-Sea trail	N/A	N/A
Goal 1	Coastal Service Plan – 15 Year Land Acquisitions	100%	12,021	100%	100%



Fremont Older Open Space Preserve (Kevin Neilson)

## Budget

Midpen Budget by Expenditure Category	FY21 Actuals	FY22 Adopted Budget	FY23 Proposed Budget	\$ Change from FY22 Adopted Budget	% Change from FY22 Adopted Budget
<b>Real Property</b>					
Salaries and Benefits	\$750,857	\$810,192	\$817,642	\$7,450	1%
Services and Supplies	61,568	99,324	51,633	(47,691)	- 48%
<b>Total Operating Expenditures</b>	<b>812,425</b>	<b>909,516</b>	<b>869,275</b>	<b>(40,247)</b>	<b>- 4%</b>
General Fund Capital	81,853	634,000	561,000	(73,000)	- 12%
Measure AA Capital	7,630,027	124,250	90,000	(34,250)	- 28%
<b>Total Capital Expenditures</b>	<b>7,711,880</b>	<b>758,250</b>	<b>651,000</b>	<b>(107,250)</b>	<b>- 14%</b>
<b>Total Real Property Expenditures</b>	<b>\$8,524,305</b>	<b>\$1,667,766</b>	<b>\$1,520,275</b>	<b>(\$147,491)</b>	<b>- 9%</b>

Note: Services and Supplies decrease is due to reassessing the operating budget to be more in line with historical spending trends. General Fund Capital includes multiple Vision Plan projects and land acquisition opportunities along with a \$200,000 reduction in purchase options and low-value land fund budget.



Picchetti Ranch Open Space Preserve (Tom Cochrane)



# 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.

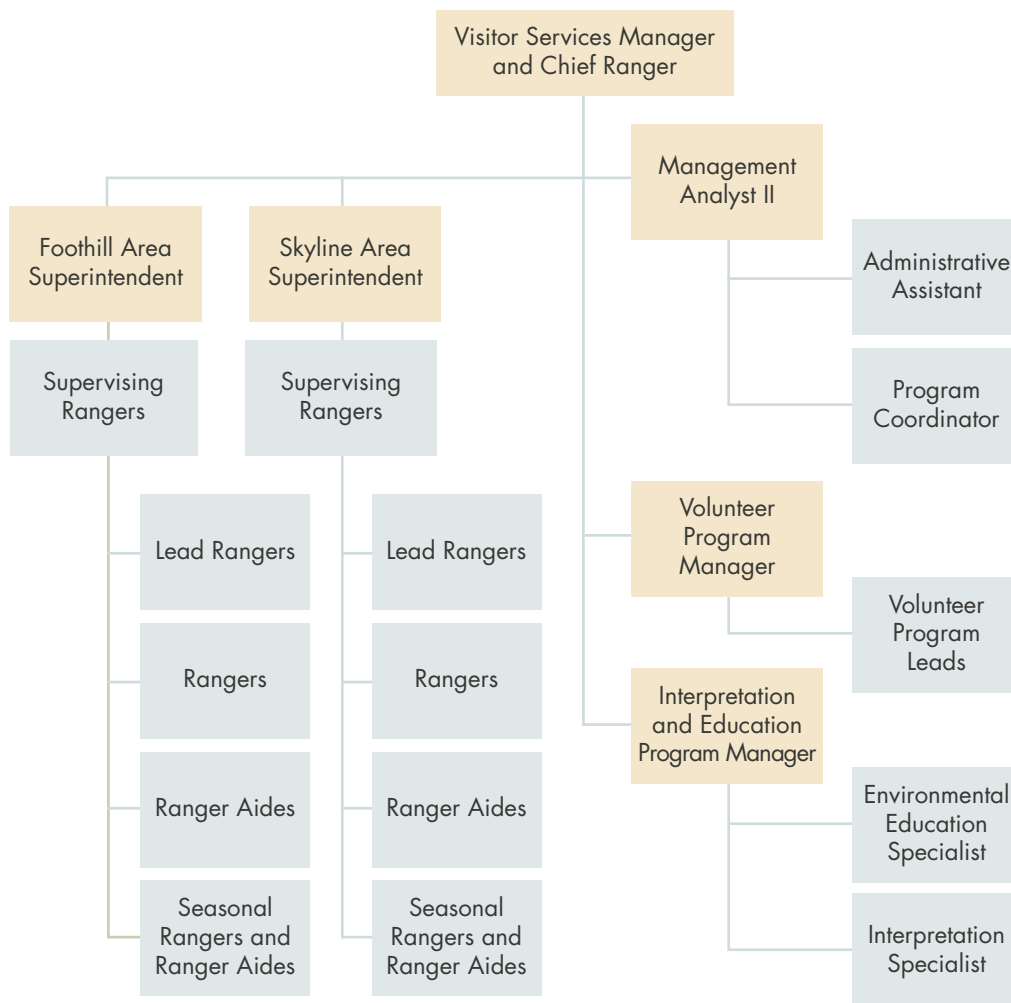
Provide frontline public contact and services on Midpen lands.

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	FY19 Amended FTE	FY20 Adopted FTE	FY21 Adopted FTE	FY22 Adopted FTE	FY23 Proposed FTE	Change from FY22 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	1	1	1	1	1	0
Interpretive Specialist	0	1	1	1	1	0
Lead Ranger	5	5	5	5	5	0
Ranger	19	19	19	21	23	2
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
<b>Total FTE</b>	<b>41.9</b>	<b>42.9*</b>	<b>42.9*</b>	<b>43.9*</b>	<b>45.9</b>	<b>2</b>

\*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

For the full statement of Midpen's Strategic Plan goals and objectives, see page 8; project details are included in Section 3.

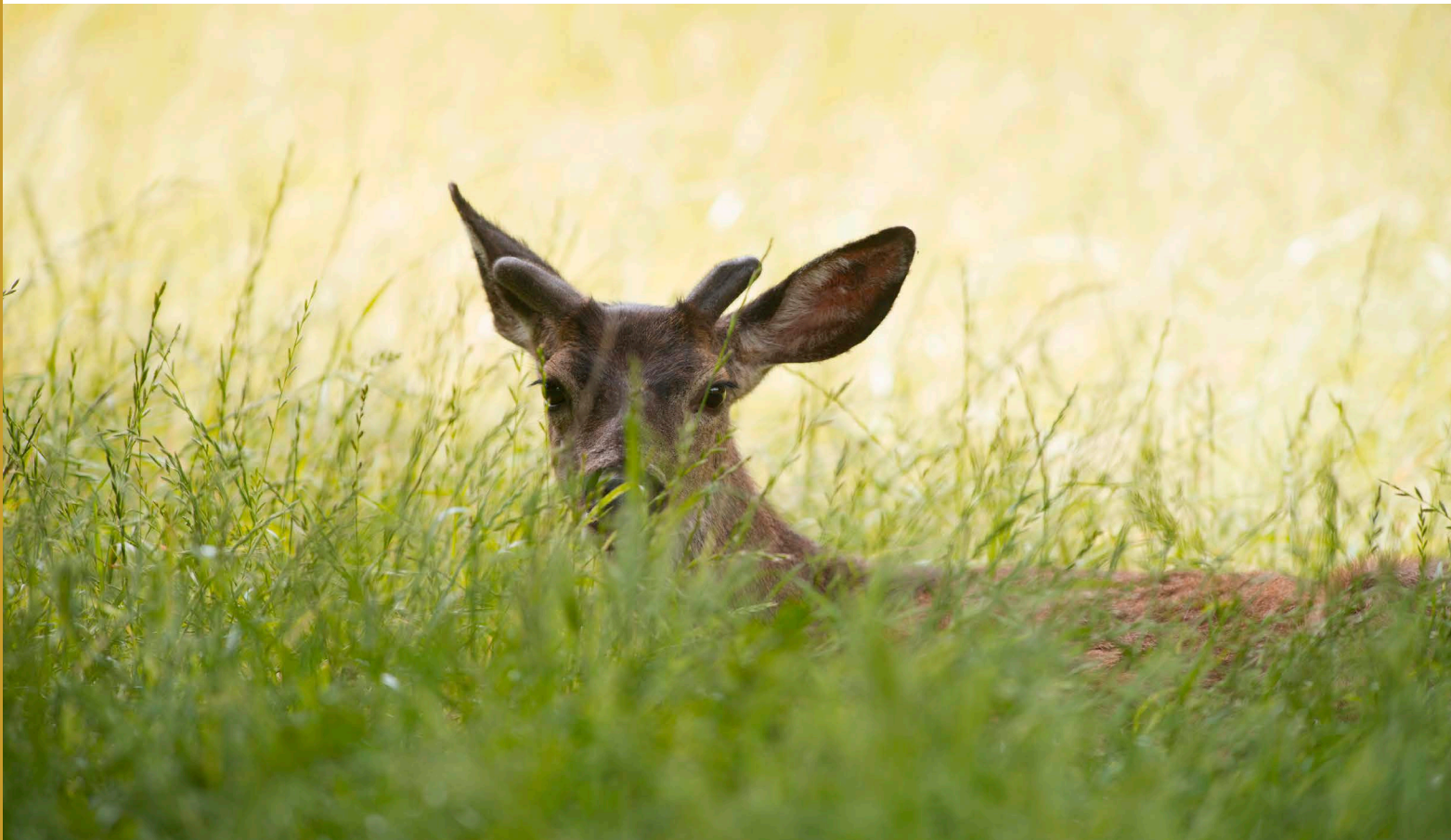
## Performance Metrics

Strategic Plan Linkage	Indicator	FY21 Target	FY21 Actuals	FY22 Target	FY23 Target
Goal 3	Annual number of Nature Center visitors	3,500	0	3,000	3,500
Goal 3	Number of permits issued	3,700	2,574	3,500	3,500
Goal 3	Number of stewardship volunteer hours	17,500	7,450	12,000	10,000
Goal 3	Number of interpretation and education docent hours	5,000	0	4,000	4,500

## Budget

Midpen Budget by Expenditure Category	FY21 Actuals	FY22 Adopted Budget	FY23 Proposed Budget	\$ Change from FY22 Adopted Budget	% Change from FY22 Adopted Budget
<b>Visitor Services</b>					
Salaries and Benefits	\$5,283,802	\$6,123,818	\$6,511,644	\$387,826	6%
Services and Supplies	582,706	667,440	719,093	51,653	8%
<b>Total Operating Expenditures</b>	<b>5,866,507</b>	<b>6,791,258</b>	<b>7,230,737</b>	<b>439,479</b>	<b>6%</b>
General Fund Capital	0	1,178,212	1,445,000	266,788	23%
<b>Total Operating Expenditures</b>	<b>0</b>	<b>1,178,212</b>	<b>1,445,000</b>	<b>266,788</b>	<b>23%</b>
<b>Total Visitor Services Expenditures</b>	<b>\$5,866,507</b>	<b>\$7,969,470</b>	<b>\$8,675,737</b>	<b>\$706,267</b>	<b>9%</b>

Note: Salaries and benefits includes the addition of 2 FTEs—regular Ranger and Ranger (Overfill). General Fund Capital includes the final year of Radio System Assessment and Upgrade project.



El Sereno Open Space Preserve (Liz Caruana)



# 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

<b>TERM</b>	<b>DESCRIPTION</b>
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.

<b>TERM</b>	<b>DESCRIPTION</b>
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.

<b>TERM</b>	<b>DESCRIPTION</b>
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.

<b>TERM</b>	<b>DESCRIPTION</b>
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 ramoru</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





Bear Creek Redwoods Open Space Preserve (Alisha Laborico)



## Midpeninsula Regional Open Space District

5050 El Camino Real

Los Altos, California 94022-1404

650-691-1200

[info@openspace.org](mailto:info@openspace.org)

[openspace.org](http://openspace.org)



**RESOLUTION NO. 22-XX**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
MIDPENINSULA REGIONAL OPEN SPACE DISTRICT  
APPROVING THE POSITION CLASSIFICATION AND COMPENSATION PLAN FOR  
FISCAL YEAR 2022-23**

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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 2022-23 as set forth in Exhibit A attached hereto.

\* \* \* \* \*

**PASSED AND ADOPTED** by the Board of Directors of the Midpeninsula Regional Open Space District on \_\_\_\_\_, 2022, at a Regular Meeting thereof, by the following vote:

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

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Karen Holman, Secretary  
Board of Directors

\_\_\_\_\_  
Zoe Kersteen-Tucker, President  
Board of Directors

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Hilary Stevenson, 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

**DRAFT**

**Midpeninsula Regional Open Space District - CLASSIFICATION & COMPENSATION PLAN**

**Fiscal Year 2022/2023 - Effective June 27, 2022 (Pay Period 22-14)**

Last revised: 06/08/2022, 10/13/2021, 8/25/2021, 8/11/2021, 06/09/2021, 05/12/2021, 04/28/2021, 01/13/2021, 6/24/2020, 11/13/19

Classification Title	Step Range #	Hourly Range \$		Monthly Range \$		Annual Range \$		Full/Part Time
		Minimum	Maximum	Minimum	Maximum	Minimum	Maximum	
Intern	6	23.3014	29.0933	4,039	5,043	48,467	60,514	PT
Seasonal Open Space Technician	6	23.3014	29.0933	4,039	5,043	48,467	60,514	PT
Seasonal Ranger Aide	6	23.3014	29.0933	4,039	5,043	48,467	60,514	PT
Seasonal Ranger	16	29.7420	37.1324	5,155	6,436	61,863	77,235	PT
Administrative Assistant	20	32.7919	40.9312	5,684	7,095	68,207	85,137	FT
Farm Maintenance Worker	20	32.7919	40.9312	5,684	7,095	68,207	85,137	FT
Open Space Technician*	20	32.7919	40.9312	5,684	7,095	68,207	85,137	FT
Accounting Technician	22	34.4170	42.9779	5,966	7,450	71,587	89,394	FT
Human Resources Technician	22	34.4170	42.9779	5,966	7,450	71,587	89,394	FT
Information Technology Technician I	22	34.4170	42.9779	5,966	7,450	71,587	89,394	FT
GIS Technician	23	35.2865	44.0613	6,116	7,637	73,396	91,648	FT
Risk Management Coordinator	24	36.1359	45.1380	6,264	7,824	75,163	93,887	FT
Senior Administrative Assistant	24	36.1359	45.1380	6,264	7,824	75,163	93,887	FT
Visitor Services Program Coordinator	25	37.0456	46.2617	6,421	8,019	77,055	96,224	FT
Volunteer Program Lead	25	37.0456	46.2617	6,421	8,019	77,055	96,224	FT
Ranger	26	35.7637	44.6652	6,199	7,742	74,388	92,904	FT
Facilities Maintenance Specialist	26	37.9417	47.3854	6,577	8,213	78,919	98,562	FT
Lead Open Space Technician*	26	37.9417	47.3854	6,577	8,213	78,919	98,562	FT
Senior Finance & Accounting Technician	26	37.9417	47.3854	6,577	8,213	78,919	98,562	FT
Executive Assistant	27	38.8914	48.5758	6,741	8,420	80,894	101,038	FT
Information Technology Technician II	27	38.8914	48.5758	6,741	8,420	80,894	101,038	FT
Public Affairs Specialist I	27	38.8914	48.5758	6,741	8,420	80,894	101,038	FT
Lead Ranger	28	37.5604	46.8968	6,510	8,129	78,126	97,545	FT
Equipment Mechanic/Operator	28	39.8478	49.7528	6,907	8,624	82,883	103,486	FT
Property Management Specialist I	28	39.8478	49.7528	6,907	8,624	82,883	103,486	FT
Real Property Specialist I	28	39.8478	49.7528	6,907	8,624	82,883	103,486	FT
Executive Assistant/Deputy District Clerk	29	40.8444	50.9969	7,080	8,839	84,956	106,074	FT
Executive Assistant/Legal Secretary	29	40.8444	50.9969	7,080	8,839	84,956	106,074	FT
Planner I	29	40.8444	50.9969	7,080	8,839	84,956	106,074	FT
Data Analyst I	30	41.8410	52.2475	7,252	9,056	87,029	108,675	FT
Resource Management Specialist I	30	41.8410	52.2475	7,252	9,056	87,029	108,675	FT
Accountant	31	42.8844	53.5450	7,433	9,281	89,200	111,374	FT
Capital Project Manager II	31	42.8844	53.5450	7,433	9,281	89,200	111,374	FT
Environmental Education Specialist	31	42.8844	53.5450	7,433	9,281	89,200	111,374	FT
Interpretive Specialist	31	42.8844	53.5450	7,433	9,281	89,200	111,374	FT
Management Analyst I	31	42.8844	53.5450	7,433	9,281	89,200	111,374	FT
Planner II	31	42.8844	53.5450	7,433	9,281	89,200	111,374	FT
Data Analyst II	34	46.1212	57.6047	7,994	9,985	95,932	119,818	FT
Resource Management Specialist II	34	46.1212	57.6047	7,994	9,985	95,932	119,818	FT
Supervising Ranger	35	44.5580	55.6472	7,723	9,646	92,681	115,746	FT
Grants Program Manager	35	47.2715	59.0361	8,194	10,233	98,325	122,795	FT
Interpretation & Education Program Manager	35	47.2715	59.0361	8,194	10,233	98,325	122,795	FT
Maintenance, Construction & Resource Supv.	35	47.2715	59.0361	8,194	10,233	98,325	122,795	FT
Management Analyst II	35	47.2715	59.0361	8,194	10,233	98,325	122,795	FT
Procurement & Contracting Agent/Specialist	35	47.2715	59.0361	8,194	10,233	98,325	122,795	FT
Property Management Specialist II	35	47.2715	59.0361	8,194	10,233	98,325	122,795	FT
Real Property Specialist II	35	47.2715	59.0361	8,194	10,233	98,325	122,795	FT
Training & Safety Specialist	35	47.2715	59.0361	8,194	10,233	98,325	122,795	FT
Volunteer Program Manager	35	47.2715	59.0361	8,194	10,233	98,325	122,795	FT
Applications Engineer	36	48.4354	60.4808	8,395	10,483	100,746	125,800	FT
Public Affairs Specialist II	36	48.4354	60.4808	8,395	10,483	100,746	125,800	FT
Data Administrator	38	50.8498	63.5170	8,814	11,010	105,768	132,115	FT

Classification Title	Step Range #	Hourly Range \$		Monthly Range \$		Annual Range \$		Full/Part Time
		Minimum	Maximum	Minimum	Maximum	Minimum	Maximum	
Field Resource Specialist	38	50.8498	63.5170	8,814	11,010	105,768	132,115	FT
Governmental Affairs Specialist	38	50.8498	63.5170	8,814	11,010	105,768	132,115	FT
Senior Technologist	38	50.8498	63.5170	8,814	11,010	105,768	132,115	FT
Capital Project Manager III	39	52.1206	65.0821	9,034	11,281	108,411	135,371	FT
Facilities Maintenance Supervisor	39	52.1206	65.0821	9,034	11,281	108,411	135,371	FT
Planner III	39	52.1206	65.0821	9,034	11,281	108,411	135,371	FT
Public Affairs Specialist III	39	52.1206	65.0821	9,034	11,281	108,411	135,371	FT
Resource Management Specialist III	39	52.1206	65.0821	9,034	11,281	108,411	135,371	FT
Special Projects Manager	40	53.3980	66.6806	9,256	11,558	111,068	138,696	FT
Senior Accountant	41	54.7223	68.3527	9,485	11,848	113,822	142,174	FT
Senior Management Analyst	41	54.7223	68.3527	9,485	11,848	113,822	142,174	FT
Capital Projects Field Manager	42	56.0599	70.0113	9,717	12,135	116,605	145,624	FT
District Clerk/Assistant to General Manager	43	57.4643	71.7702	9,960	12,440	119,526	149,282	FT
GIS Program Administrator	43	57.4643	71.7702	9,960	12,440	119,526	149,282	FT
Human Resources Supervisor	43	57.4643	71.7702	9,960	12,440	119,526	149,282	FT
Information Technology Program Administrator	43	57.4643	71.7702	9,960	12,440	119,526	149,282	FT
Senior Capital Project Manager	43	57.4643	71.7702	9,960	12,440	119,526	149,282	FT
Senior Planner	43	57.4643	71.7702	9,960	12,440	119,526	149,282	FT
Senior Property Management Specialist	43	57.4643	71.7702	9,960	12,440	119,526	149,282	FT
Senior Real Property Specialist	43	57.4643	71.7702	9,960	12,440	119,526	149,282	FT
Senior Resource Management Specialist	43	57.4643	71.7702	9,960	12,440	119,526	149,282	FT
Area Superintendent	44	58.8688	73.5157	10,204	12,743	122,447	152,913	FT
Area Manager	45	60.3402	75.3483	10,459	13,060	125,508	156,724	FT
Budget & Analysis Manager	48	64.9015	81.0533	11,250	14,049	134,995	168,591	FT
Finance Manager	48	64.9015	81.0533	11,250	14,049	134,995	168,591	FT
Human Resources Manager	48	64.9015	81.0533	11,250	14,049	134,995	168,591	FT
Information Systems & Technology Manager	48	64.9015	81.0533	11,250	14,049	134,995	168,591	FT
Engineering & Construction Manager	51	69.8440	87.2332	12,106	15,120	145,276	181,445	FT
Land & Facilities Services Manager	51	69.8440	87.2332	12,106	15,120	145,276	181,445	FT
Natural Resources Manager	51	69.8440	87.2332	12,106	15,120	145,276	181,445	FT
Operations Manager	51	69.8440	87.2332	12,106	15,120	145,276	181,445	FT
Planning Manager	51	69.8440	87.2332	12,106	15,120	145,276	181,445	FT
Public Affairs Manager	51	69.8440	87.2332	12,106	15,120	145,276	181,445	FT
Real Property Manager	51	69.8440	87.2332	12,106	15,120	145,276	181,445	FT
Visitor Services Manager	51	69.8440	87.2332	12,106	15,120	145,276	181,445	FT
Assistant General Counsel I	53	73.3353	91.5938	12,711	15,876	152,537	190,515	FT
Assistant General Counsel II	55	77.0070	96.1751	13,348	16,670	160,175	200,044	FT
Assistant General Manager	59	84.9057	106.0335	14,717	18,379	176,604	220,550	FT
Chief Financial Officer/Director Administrative Services	59	84.9057	106.0335	14,717	18,379	176,604	220,550	FT

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

Midpeninsula Regional Open Space District Field Employees Association

Midpeninsula Rangers Peace Officers Association

Board Appointee Group Compensation	Hourly	Monthly	Annual	Effective	Last Revised
General Manager	\$128.6866	\$22,306	\$267,668	7/1/2021	10/13/2021
Controller - <i>Part-time position</i>	\$95.6346	\$4,144	\$49,730	7/1/2021	10/13/2021
General Counsel	\$120.6627	\$20,915	\$250,978	7/1/2021	10/13/2021
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.



## **ACTION PLAN AND BUDGET COMMITTEE**

**May 3, 2022**

*The Action Plan & Budget Committee conducted this meeting in accordance with California Government Code section 54953(e) and Midpeninsula Regional Open Space District Resolution 21-33. All Committee members and staff participated via teleconference.*

### **DRAFT MINUTES**

#### **ROLL CALL**

Director Riffle called the meeting to order at 12:00 noon.

**Members Present:** Jed Cyr, Karen Holman, and Curt Riffle

**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, District Clerk/Assistant to the General Manager Jennifer Woodworth, Controller Mike Foster, Budget & Analysis Manager Rafaela Duran, Natural Resources Manager Kirk Lenington, Visitor Services Manager Matt Anderson, Planning Manager Jane Mark, Land & Facilities Manager Brandon Stewart, Senior Capital Project Manager Scott Reeves, 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 Cyr moved, and Director Holman seconded the motion to adopt the agenda.

**ROLL CALL VOTE: 3-0-0**

#### **ORAL COMMUNICATIONS**

District Clerk Jennifer Woodworth reported no public comments had been submitted.

#### **COMMITTEE BUSINESS**

- 1. Approve the April 28, 2022 Action Plan & Budget Committee Minutes**

Director Holman stated her comments regarding need for the District to have a budget for ongoing maintenance of its buildings, such as weatherstripping, roofing repairs and replacement, appliance replacement, etc. was not specific to the Fremont Older house.

Ms. Woodworth stated she will listen to the meeting recording and update the minutes to reflect Director Holman's broader comments.

**Motion:** Director Cyr moved, and Director Holman seconded the motion to approve the Action Plan and Budget Committee minutes for April 28, 2022, with the requested amendment.

**ROLL CALL VOTE: 3-0-0**

**2. Overview of the Proposed Fiscal Year 2022-23 Budget and Three-Year Capital Improvement and Action Plan (R-22-56)**

Mr. Jaskulak provided additional information regarding the proposed staff additions for FY2022-23, as requested by the Committee. Mr. Jaskulak described the role and purpose of each of the recommended positions and how the recommended positions fit within the Financial and Operational Sustainability Model (FOSM). Mr. Jaskulak reviewed the proposed internship positions and how these positions help support the various departments and their projects and often provide a pipeline for future permanent positions.

Director Holman requested additional information regarding the proposed ranger "overfill" position.

Assistant General Manager Brian Malone reported the proposed position will help maintain minimum staffing requirements are met when there may be openings due to retirements or other openings. Due to the lengthy timeline for recruiting rangers, the overfill position will ensure adequate patrol coverage for the District's preserves.

Mr. Malone reviewed areas of interest for the Capital Improvement and Action Plan, including projects supporting agriculture, diversity, and fire prevention.

Assistant General Manager Susanna Chan presented the Land Acquisition and Preservation Program, including proposed acquisitions of the Johnston Ranch and Cloverdale Ranch properties, Mount Umunhum and Upper Alpine Creek land conservation, and creation of a land conservation guidance document.

Director Holman inquired how and when staff costs are assigned to a project, such as a policy update.

General Manager Ana Ruiz stated the costs associated with updating the Basic Policy are related to public outreach, including printing of materials and holding public meetings. Other costs are typically related to Measure AA projects to allow the District to track staff costs for reimbursement.

Mr. Malone presented the Natural Resource Protection and Restoration Program, including a drought response and resiliency plan, Highway 17 crossings, wildlife studies for badger/burrowing owl habitat assessment, mountain lion collaring effort, and Lone Madrone Ranch fence installation.

Director Riffle suggested staff provide an update on the District's efforts to combat climate change at the December Board retreat.

The Committee recessed at 1:42 p.m. and reconvened at 1:50 p.m. with all Committee members present.

Ms. 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 35 multi-use trail crossing and parking; continued Districtwide ADA barrier removal; and expanding public access at District preserves, such as at La Honda Creek Redwoods, Bear Creek Redwoods, and Windy Hill Preserves.

Mr. Malone described projects included in the Assets and Organizational Support Program. Projects include the Sierra Azul ranger residence, Thornewood residence evaluation, Hawthorns Historic Complex assessment, FOSM update, and improvements to various business system and administrative processes.

Director Holman commented on the District's previous plan to assess the District's structures and requested additional information regarding the District's planned projects related to structure disposition.

Ms. Ruiz reported on staff's current phased assessments of District structures, which includes evaluating and assessing several structures each year, and staff will then return to the Board with the information for the Board to provide direction on the structures.

Director Holman commented a proactive plan would be helpful to identify which of the District's structures need more immediate attention.

Mr. Malone stated the three structures being considered for FY23 were identified in the La Honda Master Plan and are dilapidated and do not need in-depth evaluation. Separately, the District manages its residential structures and evaluates them annually, whether or not the structure has historical significance.

The Committee members requested and received additional information and clarification regarding specific projects.

Public comment opened at 2:29 p.m.

Ms. Woodworth reported no public comments were received for this item.

Public comment closed at 2:29 p.m.

The Committee members thanked staff for the thorough process and explanations provided regarding the proposed budget and action plan and commended staff for the excellent work.

Director Riffle suggested the budget presentation to the Board of Directors be shortened to allow for enough time for questions and discussion. Additionally, the presentation could be provided in advance of the meeting to allow for the Board members to review prior to the meeting.

Director Riffle spoke in support of completing the update to the FOSM sooner than in FY2023-24.

Ms. Ruiz stated the preliminary information to support the update can be used to create the FY2023-24 budget even if the final report is not complete until that fiscal year.

**Motion:** Director Holman moved, and Director Cyr seconded the motion to recommend Board adoption of the Fiscal Year 2022-23 Budget and Action Plan.

**ROLL CALL VOTE: 3-0-0**

**3. Annual Review of Finance Policies for Fiscal Year 2022 (R-22-57)**

Item 3 was heard before Item 2.

Chief Financial Officer/Director of Administrative Services Stefan Jaskulak described the proposed change to Board Policy 3.07 (*Fund Balance Policy*) to rename the “Promissory Note Sinking Fund” to “Debt Sinking Fund.” The name will reflect the more general purpose of the fund and to allow for greater flexibility to reserve funds for repayment of debt principal.

**Motion:** Director Holman moved, and Director Cyr seconded the motion to confirm the Board Financial Policies, including a minor amendment to Board Policy 3.07 – *Fund Balance Policy*, for consideration by the full Board of Directors.

**ROLL CALL VOTE: 3-0-0**

**ADJOURNMENT**

Director Riffle adjourned the meeting of the Action Plan and Budget Committee of the Midpeninsula Regional Open Space District at 3:01 p.m.

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Jennifer Woodworth, MMC  
District Clerk