

Midpeninsula Regional Open Space District

Service and Sphere of Influence Review



Adopted Version (November 6, 2019)

Local Agency Formation Commission of Santa Cruz County

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EXECUTIVE SUMMARY

Introduction

This Service and Sphere of Influence Review provides information about the services and boundaries involving Midpeninsula Regional Open Space District (“MROSD”). The report is for use by the Local Agency Formation Commission in conducting a statutorily required review and update process. The Cortese-Knox-Hertzberg Act requires that the Commission conduct periodic reviews and updates of spheres of influence for all cities and districts in Santa Cruz County (Government Code Section 56425). It also requires LAFCO to conduct a review of municipal services before adopting sphere updates (Government Code Section 56430).

The municipal service review process does not require LAFCO to initiate changes of organization based on service review conclusions or findings; it only requires that LAFCO make determinations regarding the delivery of public services in accordance to the provisions of Government Code Section 56430. However, LAFCO, local agencies, and the public may subsequently use the determinations and related analysis to consider whether to pursue changes in service delivery, government organization, or spheres of influence.

Service and sphere reviews are informational documents and are generally exempt from environmental review. LAFCO staff has conducted an environmental review of this report pursuant to the California Environmental Quality Act (CEQA) and determined that the District’s service and sphere review is exempt from CEQA. Such exemption is due to the fact that it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment (Section 15061[b][3]).

Multi-County Special District

Midpeninsula Regional Open Space District was founded as an independent special district in 1972 to preserve the regional greenbelt in northwestern Santa Clara County. In accordance to its principal act, MROSD may be located within multiple counties as long as the lands are contiguous (Public Resource Code Section 5502[a]). In the last four decades, the District has expanded its services into three counties. In 1976, the District was extended to include southern San Mateo County, and again in 1992 to add a small portion of Santa Cruz County. In 2004, through the Coastside Protection Program, the District’s boundary was extended to the Pacific Ocean in San Mateo County.

The District now encompasses over 550 square miles of territory located in the County of Santa Clara (approximately 200 square miles; \$177.1 billion in assessed value), the County of San Mateo (approximately 350 square miles; \$73.6 billion in assessed value), and the County of Santa Cruz (approximately 2.6 square miles; \$659,293 in assessed value)¹. The current population within MROSD’s entire service area is approximately 727,000. An overview map is shown as **Figure 1** on page 6.

Principal LAFCO

Since the District is in multiple counties, the principal county’s LAFCO has purview over MROSD. A “principal county” is the county that has “the greater portion of the entire

¹ Assessed values are based on MROSD’s 2018 MAA Bond OS Report

assessed value, as shown on the last equalized assessment roll of the county or counties, of all taxable property within a district or districts for which a change or organization or reorganization is proposed” (Government Code Section 56066). Based on this criteria, Santa Clara LAFCO has been, and continues to be, the principal LAFCO. The principal LAFCO is statutorily responsible for MROSD’s proposed boundary changes, sphere amendments, and service reviews. The last service review for MROSD was adopted by Santa Clara LAFCO in December 2013 (available as **Appendix A**).

Affected LAFCO

State law does not prohibit other “affected” LAFCOs, such as Santa Cruz LAFCO in this instance, from adopting additional or supplemental service reviews involving a multi-county special district. The last service review for MROSD was adopted by Santa Cruz LAFCO in December 2008, as part of a countywide service review.

The goal of this service review is to complete four main objectives: (1) fulfill the Commission’s direction to complete a service review for MROSD under the 2019 Work Program, (2) fulfill the service and sphere determinations for MROSD under the Cortese-Knox-Hertzberg Act, (3) complete an analysis that is supplemental to Santa Clara LAFCO’s 2013 Service Review, and (4) clarify whether MROSD has interest in expanding further into Santa Cruz County. For purposes of this report, and to ensure our analysis provides additional and distinctive information, this service review will primarily focus on areas involving the District and Santa Cruz County. These areas consists of 16 parcels (totaling 1,968 acres) and are located within the District’s sphere and owned by the District. An overview of MROSD’s entire operation and finances will also be provided in this report. Any staff recommendations identified in this review will be shared with Santa Clara LAFCO.

Sphere of Influence

Santa Clara LAFCO has adopted a multi-county sphere of influence for the District. The District’s multi-county sphere is generally coterminous with its jurisdictional boundary. In addition to this multi-county sphere, Santa Cruz LAFCO adopted a sphere of influence for lands within Santa Cruz County following the District’s annexation of approximately 1,500 acres in March 1992. In January 2008, Santa Cruz LAFCO reaffirmed this sphere boundary. The sphere of influence involving this County is slightly larger than the District’s existing service area. Both sphere boundaries adopted by Santa Clara and Santa Cruz LAFCOs coincide with the territory involving Santa Cruz County.

In December 2013, Santa Clara LAFCO conducted a service review and noted the District’s interest in expanding its jurisdiction to include additional parcels owned within Santa Cruz County. Specifically, the District expressed the desire to annex the Loma Prieta Ranch, which is a part of Sierra Azul Open Space Preserve, and to annex the southern portion of the Bear Creek Redwoods Open Space Preserve. Both territories are owned by MROSD and already maintained by the District. Santa Clara LAFCO recommended that the District formally submit an annexation application to their LAFCO in order to process the proposed change of organization. Pursuant to Santa Clara LAFCO’s adopted policies (refer to **Appendix B**), their staff and Commission would coordinate with Santa Cruz LAFCO if and when an application was submitted. No application has been filed since the 2013 service review.

Key Findings

The following are key findings of the 2019 Service and Sphere of Influence Review for the Midpeninsula Regional Open Space District:

1. The District provides services to a population beyond its borders.

Midpeninsula Regional Open Space District encompasses over 550 square miles in three separate counties and offers more than 240 miles of recreational trails. Open space services provided by MROSD is not restricted to residents within the District's jurisdiction. It is estimated that approximately 727,000 residents currently live within MROSD's service area but, on average, over 2 million people visit the 24 preserves owned and operated by the District each year. As a result, there is a constant demand for open space services. Based on staff's analysis, there will be a continued need for services and facilities offered by the District.

2. Santa Clara LAFCO is the principal LAFCO for the District.

Midpeninsula Regional Open Space District has a service area that consists of three different counties. When multiple counties are involved, state law assigns authority to the principal county's LAFCO. Santa Clara LAFCO is the principal LAFCO for MROSD. As the principal LAFCO, Santa Clara LAFCO is statutorily responsible for any changes of organization related to MROSD. In the event that a proposed boundary change involves Santa Cruz County, Santa Clara LAFCO will coordinate with Santa Cruz LAFCO before, during, and after the process is completed. This collaborative effort is in accordance to Santa Clara LAFCO's adopted policies.

3. The District has expressed interest in annexing District-owned parcels located in Santa Cruz County.

Midpeninsula Regional Open Space District met with Santa Cruz LAFCO to discuss the upcoming service review and determine whether the District had interest in annexing territory in Santa Cruz County. Based on the group's discussion, District representatives indicated that they would like to focus on its existing service areas at this time, but would like to reconvene in five years to discuss possible annexation of the parcels already owned and managed by the District.

An analysis involving a potential sphere amendment and concurrent annexation involving District-owned parcels along Bear Creek Redwoods and Sierra Azul Open Space Preserves should be conducted during the next service review cycle, which is tentatively scheduled for November 2024. The ad-hoc committee members from both parties agreed to defer further evaluation until that time. The Executive Officer of Santa Clara LAFCO has also agreed to participate in this joint effort as the principal LAFCO for MROSD.

4. Santa Cruz County does not have an open space district.

The County of Santa Cruz has four independent recreation and park districts, and one county service area that provides park services outside the four cities. There is no open space district in the County. There was an attempt to create an open space district through legislation back in 2009, but that ultimately failed during the legislative

process. If enacted, the bill would have allowed the formation of an open space district without LAFCO approval.

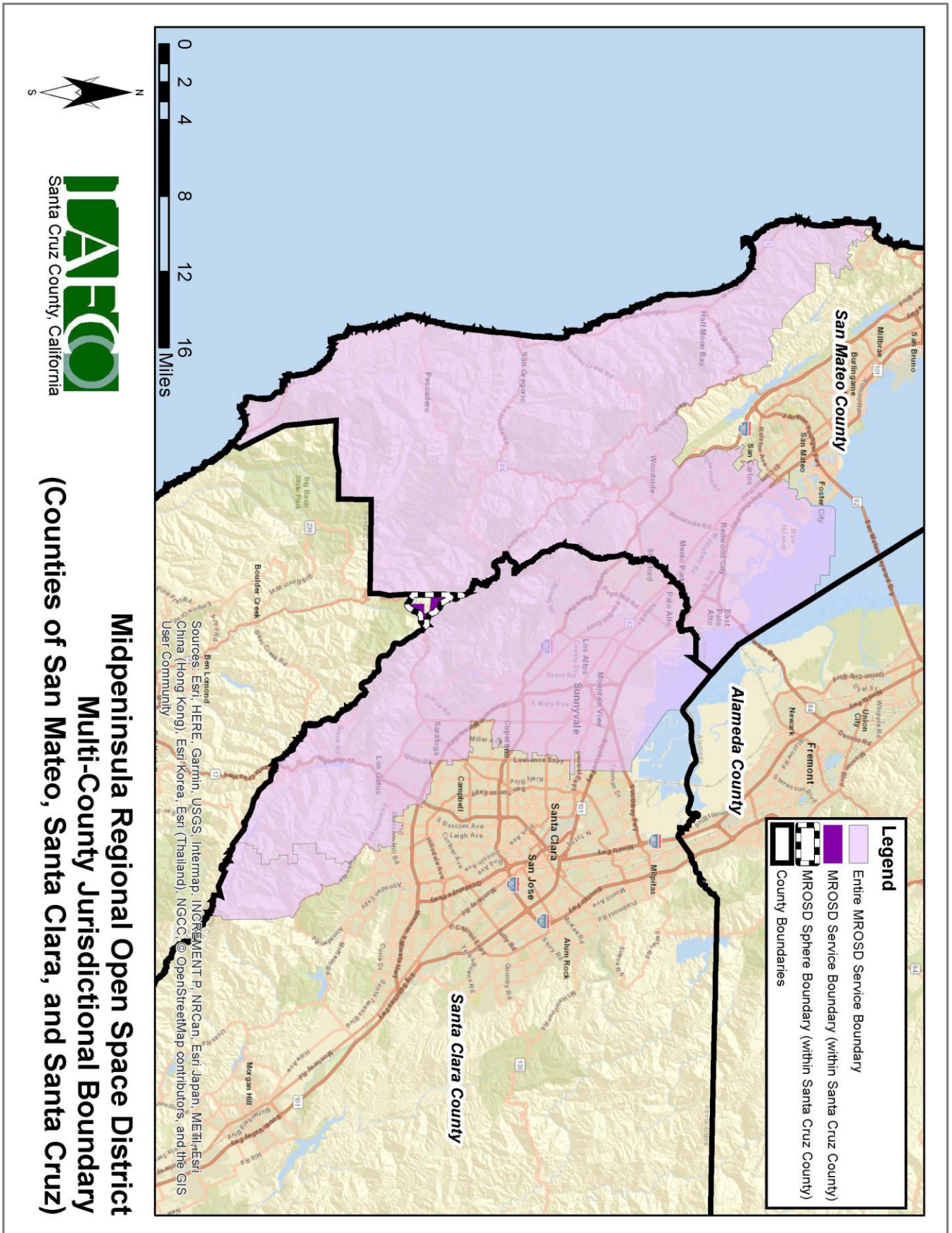
While MROSD has expressed interest in annexing lands owned and operated by the District in the foreseeable future, the District is unaware of any local support for further expansion beyond the District-owned parcels. During the next service review cycle, it may be beneficial for the District and LAFCO to conduct a countywide survey and gauge local interest in the possible creation of an open space district in Santa Cruz County. If there is high interest from residents and other local agencies, LAFCO staff believes that a district formation should be processed under the Cortese-Knox-Hertzberg Act rather than through special legislation.

Recommended Actions

Based on the analysis and findings in the 2019 Service and Sphere of Influence Review, the Executive Officer recommends that the Commission:

1. Find that pursuant to Section 15061(b)(3) of the State CEQA Guidelines, LAFCO determined that the service and sphere of influence review is not subject to the environmental impact evaluation process because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment and the activity is not subject to CEQA;
2. Determine, pursuant to Government Code Section 56425, the Local Agency Formation Commission of Santa Cruz County is required to develop and determine a sphere of influence for the Midpeninsula Regional Open Space District, and review and update, as necessary;
3. Determine, pursuant to Government Code Section 56430, the Local Agency Formation Commission of Santa Cruz County is required to conduct a service review before, or in conjunction with an action to establish or update a sphere of influence; and
4. Adopt a Resolution (LAFCO No. 2019-21) approving the 2019 Service and Sphere of Influence Review for the Midpeninsula Regional Open Space District with the following conditions:
 - a. Reaffirm the District's current sphere of influence within Santa Cruz County;
 - b. Analyze possible annexation and/or sphere amendment to include parcels owned by the District within Santa Cruz County, during the next service review cycle; and
 - c. Direct the Executive Officer to distribute a copy of the adopted service and sphere review to Santa Clara LAFCO as the principal LAFCO and other interested or affected parties, including but not limited to the Land Trust of Santa Cruz County, and San Mateo LAFCO.

Figure 1: Midpeninsula Regional Open Space District's Overview Map



DISTRICT OVERVIEW

History

The Midpeninsula Regional Open Space District was formed in 1972 to acquire and preserve public open space land in northern and western portions of the County of Santa Clara. Initially, the District only provided services in Santa Clara County. In accordance to its principal act, MROSD may be located within multiple counties as long as the lands are contiguous (Public Resource Code Section 5502[a]). For the next 47 years, the District has expanded into three counties. In June 1976, the southern and eastern portions of the County of San Mateo were annexed to the District. MROSD annexed three parcels located in the northern tip of Santa Cruz County in 1992, but the 1% ad valorem property tax is not levied on this land for the benefit of the District. In September 2004, MROSD completed the Coastside Protection Program, which extended the District boundaries to the Pacific Ocean in the County of San Mateo, from the southern borders of the City of Pacifica to the San Mateo/Santa Cruz County line. This last annexation increased the size of the District from 331 to 556 square miles. No further boundary adjustments have occurred in either of the three counties.

The District currently encompasses over 550 square miles of land located in the County of Santa Clara (approximately 200 square miles), the County of San Mateo (approximately 350 square miles), and the County of Santa Cruz (approximately 2.6 square miles). For purposes of this report, Santa Cruz LAFCO's analysis will focus on the lands within Santa Cruz County only (totaling 1,968 acres). Specifically, the 1,231 acres within the sphere of influence and the additional 737 acres of land that is owned by the District but outside its jurisdictional and sphere boundaries. A majority of the subject territory analyzed in this report is owned by MROSD (1,511 out of 1,968 acres).

Services & Operations

The District's purpose is to create a regional greenbelt of unspoiled public open space lands in order to permanently protect the area's natural resources and to provide for public use and enjoyment. The District has preserved nearly 64,000 acres of public land and manages 26 open space preserves – 24 of which are open to the public free of charge.

Open space preserves are generally kept in a natural condition in order to protect the environment and wildlife habitat, and are developed with only the amenities needed to provide low-intensity recreation. Ranging from 55 to over 19,000 acres, 24 out of 26 preserves are open to the public all year round. On average, over 2 million visitors enjoy over 240 miles of trails each year. In addition to open spaces and hiking trails, special amenities include a backpacking camp, nature center, historic farm, and winery. The District's open space preserves offer a great variety of environments, wildlife habitats, and plant life. Preserves include redwood, oak, and fir forests, chaparral-covered hillsides, riparian corridors, grasslands, and wetlands along the San Francisco Bay. These lands provide critical habitat for mountain lions, bobcats, coyotes, deer, golden eagles, red-legged frogs, California newts, Coho salmon, and different varieties of wildflower.

A complete overview of each open space preserve is available on the District's website: <https://www.openspace.org/preserves>.

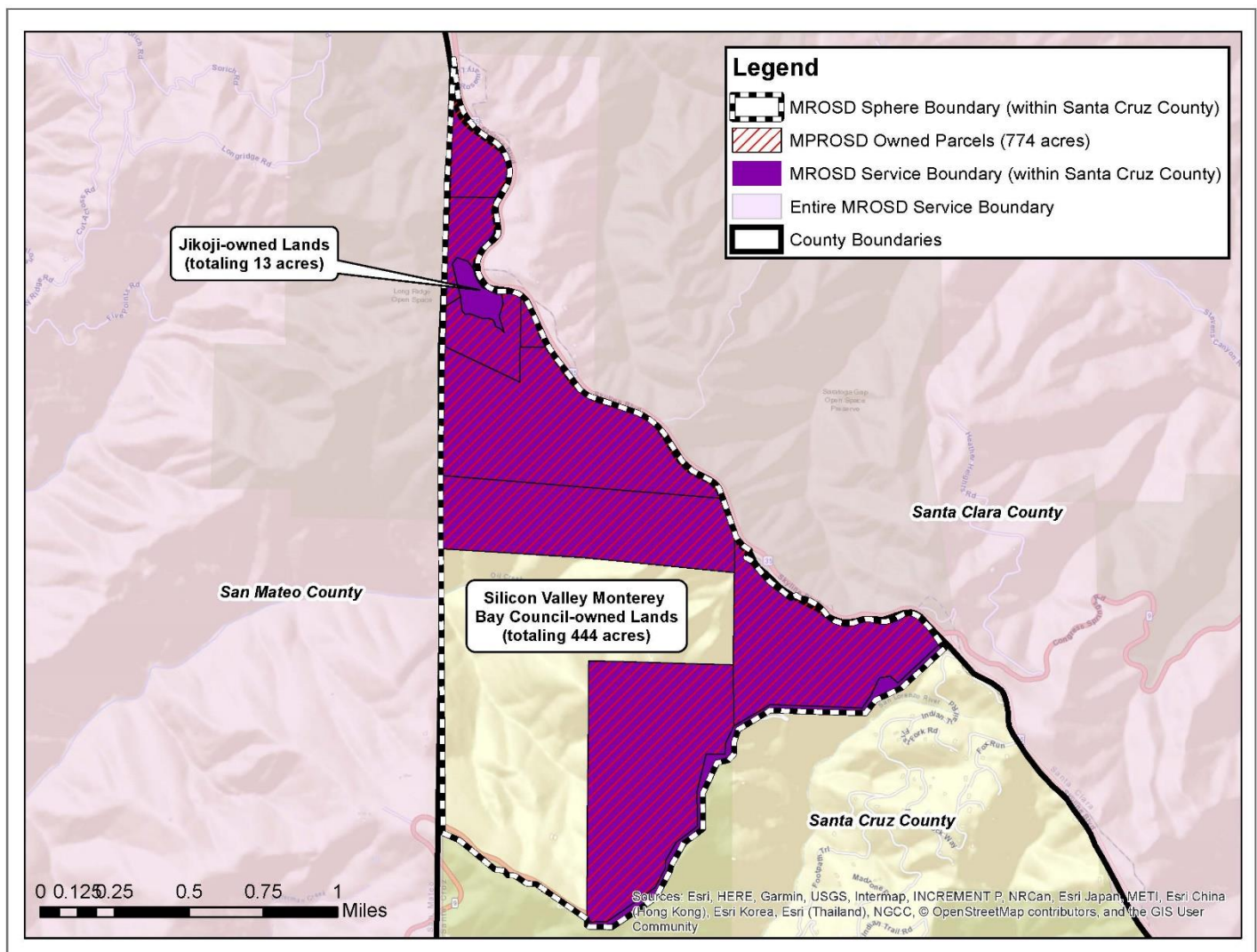
Service Area

The District's multi-county service area encompasses 556 square miles in northern Santa Clara and southern San Mateo Counties, a small portion of Santa Cruz County, and includes unincorporated territories and 17 cities: Atherton, Cupertino, East Palo Alto, Half Moon Bay, Los Altos, Los Altos Hills, Los Gatos, Menlo Park, Monte Sereno, Mountain View, Palo Alto, Portola Valley, Redwood City, San Carlos, Saratoga, Sunnyvale, and Woodside. An overview map is shown as **Figure 1** on page 6.

Lands within Santa Cruz County

A total of 11 parcels, totaling approximately 1,200 acres, are located within the District's current sphere of influence. Seventy-three percent of those parcels (8 out of 11 parcels) are part of the Long Ridge Open Space Preserve and are owned by the District. Two parcels within the District's service and sphere boundaries are owned by a religious organization (Jikoji). The remaining parcel is owned by a branch of the Boy Scouts of America. (Silicon Valley Monterey Bay Council) and is the only parcel within the sphere boundary that is outside MROSD's jurisdictional area. **Figure 2** provides a sphere map depicting the subject parcels.

Figure 2: Parcel Ownership Within District's Sphere (Santa Cruz County)



Based on staff's analysis, and in conjunction with MROSD's confirmation, the District also owns five additional parcels (totaling 737 acres) within Santa Cruz County. These additional parcels are located within two preserves already maintained by the District: Bear Creek Redwoods Open Space Preserve and Sierra Azul Open Space Preserve.

- **Bear Creek Redwoods Open Space Preserve:** This preserve is located three miles south of Los Gatos and cover over 1,400 acres. Visitors have access to six miles of hiking and equestrian trails. The majority of the preserve is located in Santa Clara County and is within the District's jurisdictional and sphere boundaries. However, a portion extends into Santa Cruz County and is outside the District's service and sphere limits. The area in question consists of two parcels, totaling 48 acres, and is owned and maintained by MROSD (as shown in **Figure 3** on page 10).

The District has expressed interest in annexing these parcels in the foreseeable future. If annexation is desired, a formal application needs to be submitted to Santa Clara LAFCO, as the principal LAFCO. It is our understanding that the District may submit an application for annexation around the year 2024. In the interim, LAFCO staff will continue to coordinate with the District and Santa Clara LAFCO over the next 5 years. Further analysis will be conducted during the next service review cycle.

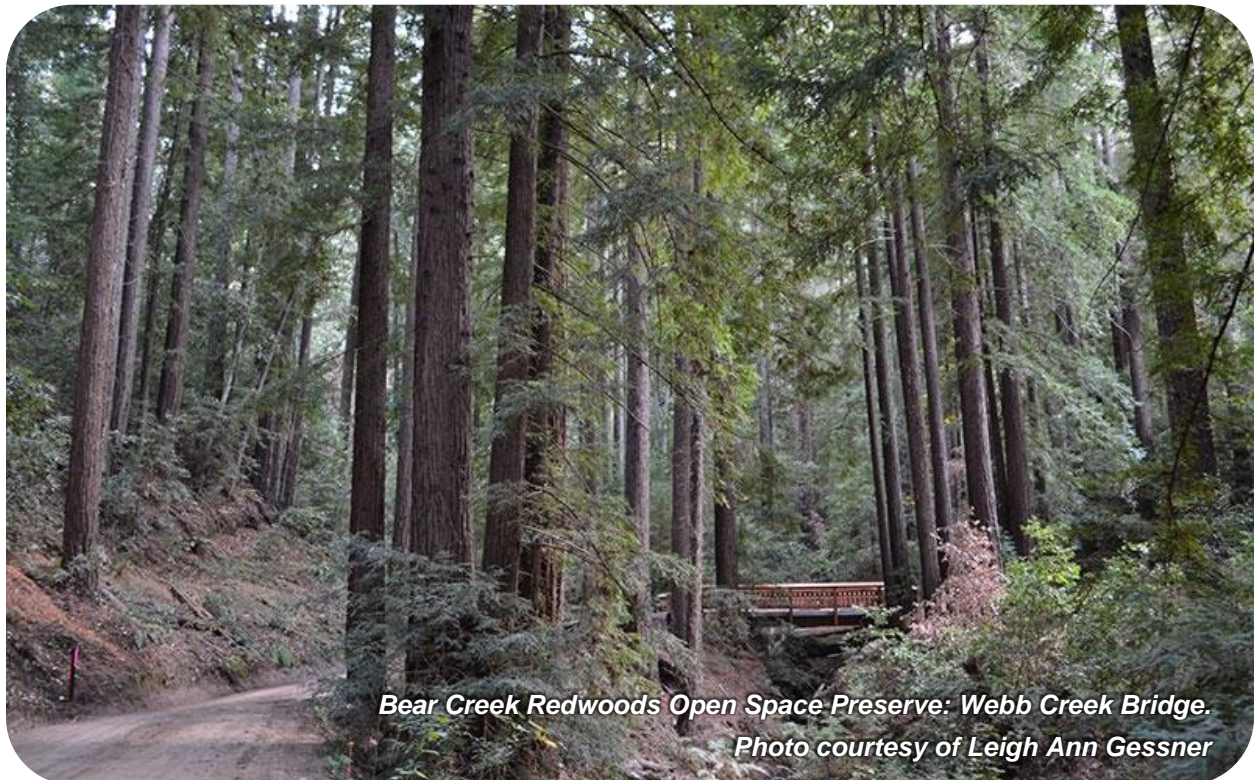
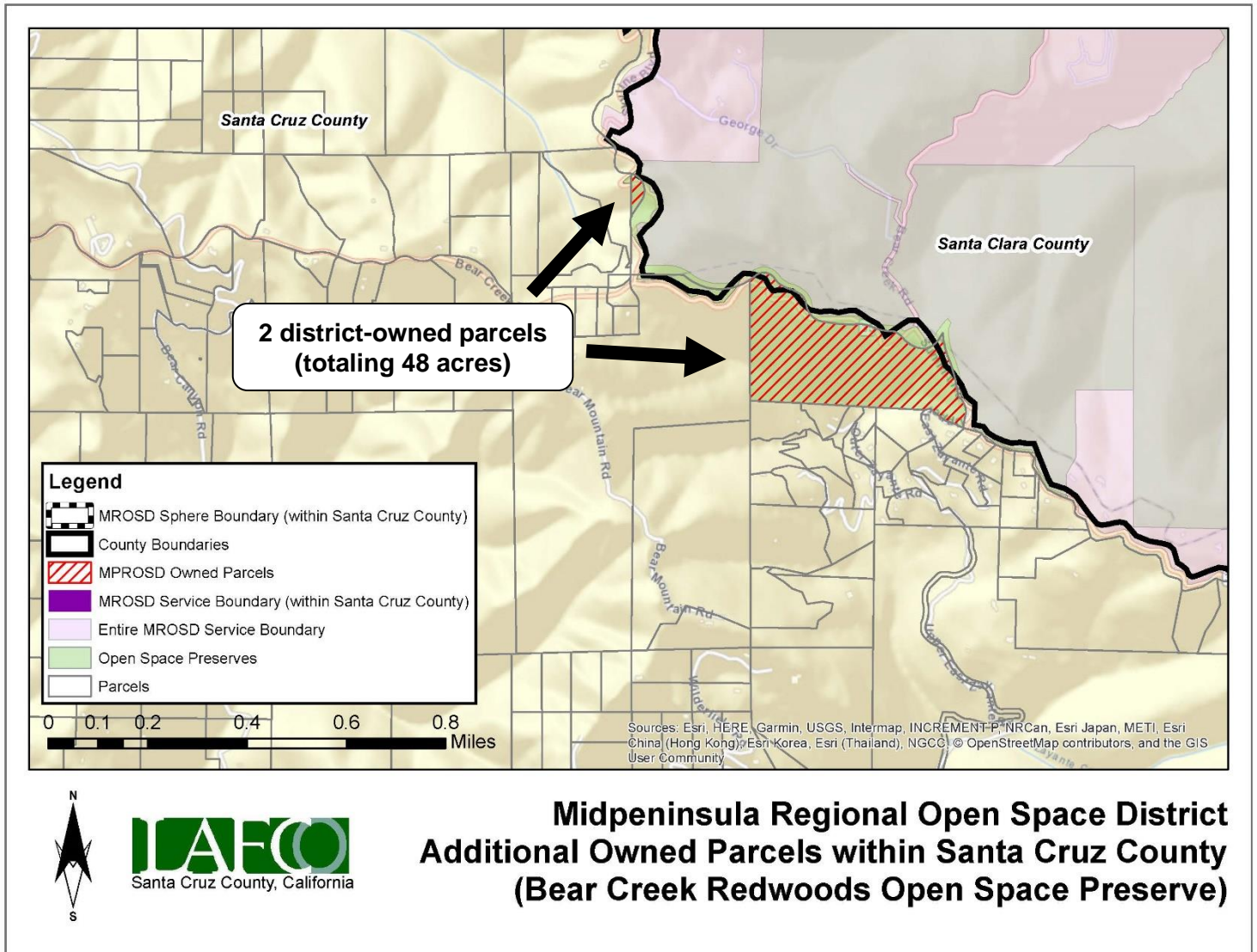


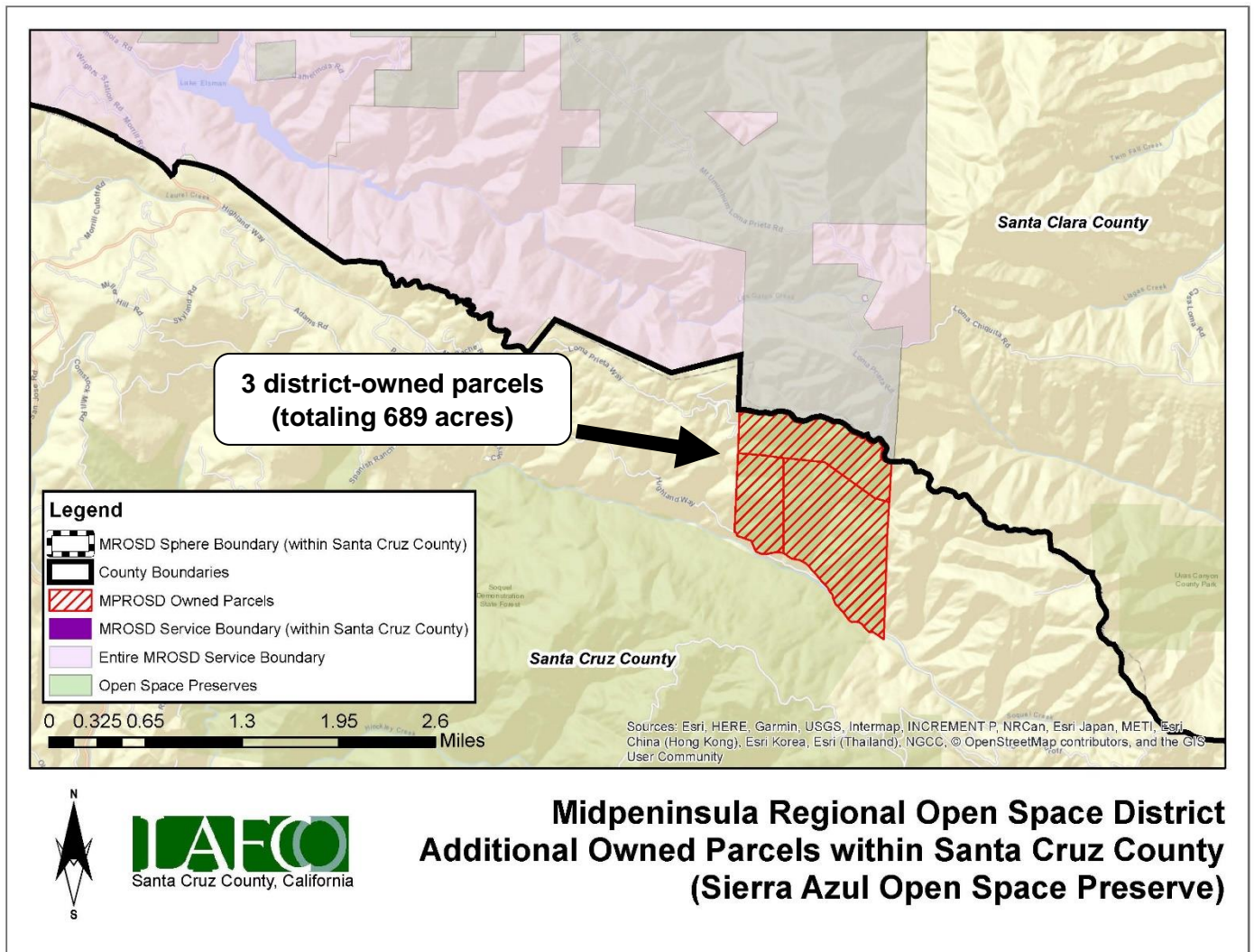
Figure 3: Bear Creek Redwoods Open Space Preserve (within Santa Cruz County)



- Sierra Azul Open Space Preserve:** This preserve is located south of Los Gatos and covers over 19,000 acres. Visitors have access to 24 miles of hiking and equestrian trails. The majority of the preserve is located in Santa Clara County and is within the District's jurisdictional and sphere boundaries. Similar to the Bear Creek Redwoods Open Space Preserve, a portion of this preserve extends into Santa Cruz County and is outside the District's service and sphere limits. The area in question consists of 3 parcels, totaling 689 acres, and is owned and maintained by MROSD (as shown in **Figure 4** on page 11).

The District has expressed interest in annexing these parcels in the foreseeable future. If annexation is desired, a formal application needs to be submitted to Santa Clara LAFCO, as the principal LAFCO. It is our understanding that the District may submit an application for annexation around the year 2024. In the interim, LAFCO staff will continue to coordinate with the District and Santa Clara LAFCO over the next 5 years. Further analysis will be conducted during the next service review cycle.

Figure 4: Sierra Azul Open Space Preserve (within Santa Cruz County)



Population & Growth

The population of MROSD in 2010 was 705,528. Based on the 2010 Census, staff determined that 27 people reside in the Santa Cruz County portion of the District's sphere of influence. The Association of Bay Area Governments (ABAG) and the Association of Monterey Bay Area Governments (AMBAG) provide population projections for cities and counties in the Coastal Region. **Table 1** on page 12 shows the anticipated population for each local agency within MROSD. The average rate of change in population for these municipalities is approximately 3%.

Population Projection

Based on the projections for the cities and counties within the District's service area, LAFCO staff was able to develop a population forecast for MROSD. LAFCO staff increased the District's 2010 population amount by 3% each year. Under this assumption, LAFCO staff projects that the entire population of MROSD will be approximately 842,000 by 2040, with the Santa Cruz County portion estimated to be around 30.

Table 1: Population Projections

Local Agencies within MROSD	2015	2020	2025	2030	2035	2040	Average (%)
Cities							
Atherton	7,345	7,390	7,435	7,525	7,590	7,685	0.91%
Cupertino	62,800	63,515	64,730	65,690	66,565	68,305	1.70%
East Palo Alto	29,900	30,675	30,970	31,285	34,575	36,090	3.89%
Half Moon Bay	12,970	13,040	13,205	13,345	13,385	13,440	0.72%
Los Altos	31,500	31,530	31,895	3,225	32,655	32,960	0.91%
Los Altos Hills	8,305	8,340	8,390	8,475	8,540	8,650	0.82%
Los Gatos	31,230	31,635	32,120	32,560	32,780	33,050	1.14%
Menlo Park	37,945	44,530	48,490	52,865	53,455	54,920	7.83%
Monte Sereno	3,365	3,440	3,485	3,535	3,545	3,575	1.22%
Mountain View	82,585	111,725	112,875	119,445	128,085	138,980	11.57%
Palo Alto	70,690	81,170	81,595	82,835	84,465	86,510	4.25%
Portola Valley	4,600	4,590	4,610	4,640	4,675	4,730	0.56%
Redwood City	82,870	83,995	85,340	90,995	96,420	103,940	4.67%
San Carlos	32,895	33,205	33,580	33,915	34,670	35,250	1.39%
Saratoga	30,480	30,560	30,905	31,205	3,140	31,880	0.90%
Sunnyvale	151,840	149,935	157,705	162,975	203,780	222,210	8.27%
Woodside	5,620	5,680	5,700	5,745	5,795	5,855	0.82%
Counties (Unincorporated Areas Only)							
San Mateo	62,665	63,760	64,550	65,835	67,540	68,525	1.81%
Santa Clara	86,245	88,170	90,605	94,885	97,875	103,925	3.81%
Santa Cruz	135,042	136,891	137,896	139,105	140,356	141,645	0.96%
AVERAGE RATE OF CHANGE							3.00%
Midpeninsula Regional Open Space District*							
Entire Service Area (multi-county)	726,694	748,495	770,949	794,078	817,900	842,437	3.00%
District Sphere (within Santa Cruz County only)	28	29	30	30	31	32	3.00%

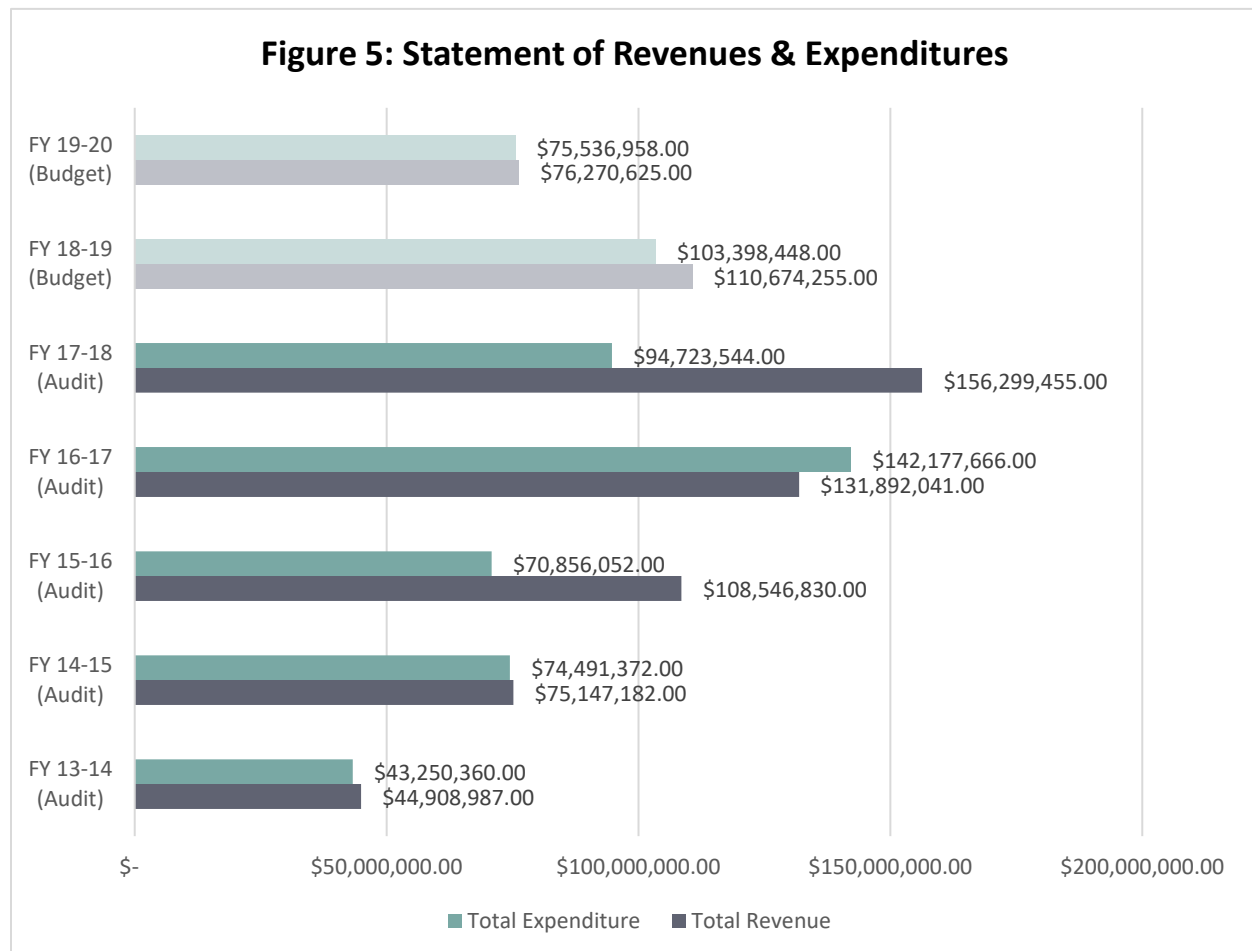
**Assumption – District’s population projections are based on the average rate of change (3%) from the local agencies within Midpeninsula Regional Open Space District*

FINANCES

This section will highlight the District's audited financial performance during the most recent fiscal years. Fiscal Year 2017-18 is the latest audited financial statement available. A comprehensive analysis of the District's fiscal health during the past five years is shown in **Tables 4 and 5**, on pages 18 and 19².

At the end of Fiscal Year 2017-18, total revenues collected, including other financing sources such as issuance of bonds, were approximately \$156 million. This represents a 19% increase from the previous year (\$132 million in FY 2016-17). Total expenditures for FY 2017-18, including payment of bonds and other debts, were approximately \$94.7 million, which decreased from the previous year by approximately \$47 million (\$142 million in FY 2016-17).

As shown in **Figure 5**, the District's total revenues have been more than total expenditures in four of the last five years. During FY 2016-17, a total of \$84 million was used to fulfill a long-term debt (refunded bond). This fulfillment was the primary reason why total expenditures exceeded total revenues that fiscal year. Based on the two recently adopted budgets, as shown below, LAFCO staff expects total revenues to cover total expenditures.



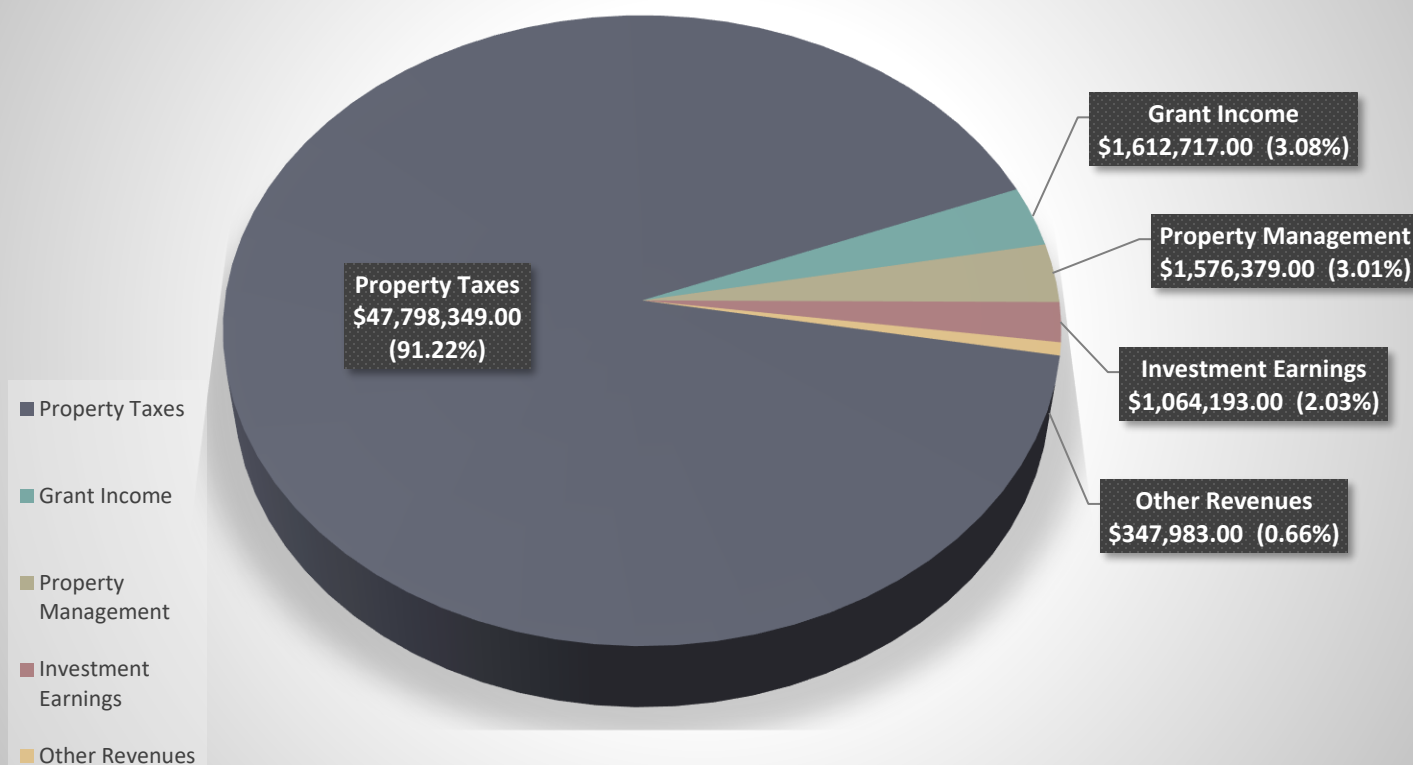
² MROSD changed its fiscal year end from March 31 to June 30 during FY 2015-16. The FY 2015-16 financial statements reflect a 15-month period.

Operating Revenue

Midpeninsula Regional Open Space District has a number of revenue streams to operate its services and facilities. Operating revenue for FY 2017-18 was approximately \$52.4 million. Property taxes continues to be the primary source of revenue for the District. In FY 2017-18, property taxes represented over 91% of total revenue. It is important to note that the District also receives funding from issuance of debt, such as bonds. In FY 2017-18, the \$103 million of debt included \$25 million of refunding, \$9 million for annual debt service, \$50 million of the second tranche of Measure AA general obligation bonds, \$11 million of parity bonds, and \$8 million in related issuance premiums. This type of funding is discussed in the following page.

Figure 6 show the breakdown of the District's revenue sources. During FY 2017-18, the District received approximately \$48 million from property taxes, \$1.6 million from grant income, \$1.5 million from property management, \$1 million from Investment Earnings, and \$348,000 from Other Revenues³.

Figure 6: Total Revenue Breakdown (FY 2017-18)



³ Other Revenues – miscellaneous funds such as donations or other variable income

Measure AA Capital

In June 2014, voters approved Measure AA, a \$300 million general obligation bond to protect natural open space lands; open preserves or areas of preserves that are currently closed; construct public access improvements such as new trails and staging areas; and restore and enhance open space land, which includes forests, streams, watersheds, and coastal ranch areas. In August 2015, the District issued its first tranche⁴ of \$45 million in general obligation bonds to reimburse itself for project expenses planned for approximately the next two or three years, as well as the legally permitted look-back period of 60 days prior to Board's Certification of election results. In February 2018, the District issued its second tranche of \$50 million in general obligation bonds to reimburse itself for project expenses planned for approximately the next three years.

The Measure AA Expenditure Plan and the 25 Priority Actions, as well as the Portfolio designations and locations, were the culmination of the Vision Plan effort that began in 2002. The public visioning process spanned eighteen months and defined the strategic direction of the District for the next 40 years. The Vision Plan yielded a list of 54 priority actions that then were narrowed to the top 25 Priority Actions for the purposes of the ballot initiative. Measure AA funds the top 25 Priority Actions through their inclusion in the Measure AA Expenditure Plan. This Measure AA Accountability Report is arranged in parallel with the Measure AA Expenditure Plan to facilitate review; projects are grouped in 25 key project portfolios organized by geographic area within the District's boundaries.

Each year the District embarks upon a priority-setting and budgeting process with the Board, allowing for at least a six-month planning process. The final Budget and Action Plan is approved prior to the start of the fiscal year, which begins July 1. Within the Budget and Action Plan document, there is a Measure AA Project Budget Overview, which provides a prospective view into the next year's planned spending.



Long Ridge Open Space Preserve: View from Waterwheel Creek Trail

Photo courtesy of Karl Gohl

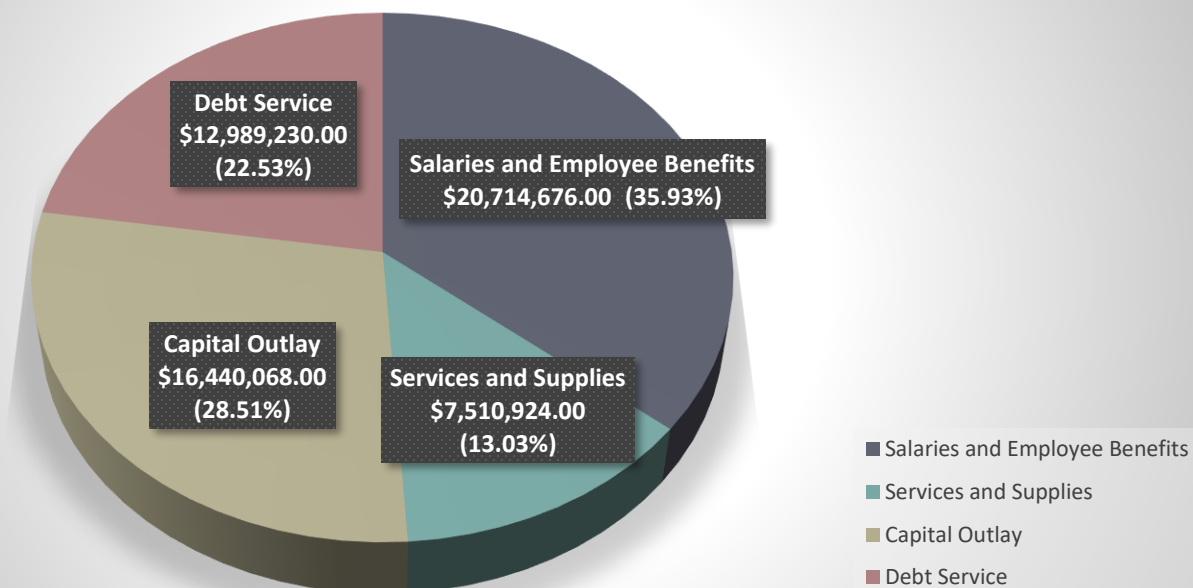
⁴ Tranche – an issue of bonds derived from a pooling of like obligations (such as securitized mortgage debt) that is differentiated from other issues especially by maturity or rate of return (Merriam-Webster)

Operating Expenditure

Operating costs for FY 2017-18 was approximately \$57.6 million. The District's expenses can be categorized into 4 groups: Salaries & Benefits, Services & Supplies, Capital Outlay, and Debt Service. In FY 2017-18, Salaries & Benefits represented approximately 35% of total expenditure. Similar to the discussion of bonds in the revenue section, any payment of bonds and other debts are considered variable expenses and may differ each year.

Figure 7 shows the breakdown of the District's expenses. During FY 2017-18, the District incurred the following costs: approximately \$20.7 million in Salaries & Benefits, \$16.4 million in Capital Outlay, \$13 million in Debt Service, and \$7.5 million in Services & Supplies.

Figure 7: Total Expenditure Breakdown (FY 2017-18)



Assets & Liabilities

District Assets

As of June 30, 2018, the District had approximately \$600 million in total assets. This represents an increase of \$72.5 million or 14% from FY 2016-17's total assets of \$526 million. Total assets can be categorized into two groups: Current Assets and Non-Current Assets. In FY 2017-18, current assets were approximately \$136 million, non-current assets were approximately \$463 million.

District Liabilities

As of June 30, 2018, the District had \$266 million in total liabilities. This represents an increase of \$64 million or 31% from FY 2016-17's total liabilities of \$203 million. Total liabilities can be categorized into two groups: Current and Non-Current Liabilities. In FY 2017-18, current liabilities were approximately \$6 million and non-current liabilities were approximately \$260 million.

A complete overview of the District's assets and liabilities is shown on page 19.

Net Position

As of June 30, 2018, the total net position balance ended with approximately \$349 million. The following table highlights the net position balance from 2013 to 2018. As shown in the table below, the District's fund balance grew from \$311 million in 2013 to \$349 million in 2018; increasing by approximately \$9 million or 3% each year. A complete overview of the District's net position is shown in **Table 5** on page 19.

Table 3: Net Position Balance

	FY 13-14 (Audit)	FY 14-15 (Audit)	FY 15-16 (Audit)	FY 16-17 (Audit)	FY 17-18 (Audit)
Ending Balance	\$311 million	\$321.1 million	\$321.4 million	\$337 million	\$349 million
Change from Previous Year (\$)		\$10 million	\$335k	\$15.5 million	\$11.8 million
Change from Previous Year (%)		3.21%	0.10%	4.83%	3.50%



Long Ridge Open Space Preserve. Photo Courtesy of Karl Gohl.

Table 4: Total Revenues & Expenditures (FY 13-14 to FY 17-18)

	FY 13-14 (Audit)	FY 14-15 (Audit)	FY 15-16 (Audit)	FY 16-17 (Audit)	FY 17-18 (Audit)
REVENUES					
Property Taxes	\$ 32,433,076.00	\$ 35,081,540.00	\$ 44,980,497.00	\$ 43,860,976.00	\$ 47,798,349.00
Grant Income	\$ 1,900,702.00	\$ 952,925.00	\$ 1,193,630.00	\$ 650,839.00	\$ 1,612,717.00
Property Management	\$ 1,422,095.00	\$ 1,436,680.00	\$ 1,635,889.00	\$ 1,479,462.00	\$ 1,576,379.00
Investment Earnings	\$ 150,108.00	\$ 215,610.00	\$ 665,782.00	\$ 479,726.00	\$ 1,064,193.00
Land Donation	\$ -	\$ -	\$ -	\$ -	\$ -
Other Revenues	\$ 144,762.00	\$ 241,335.00	\$ 643,849.00	\$ 608,558.00	\$ 347,983.00
Total Revenues	\$ 36,050,743.00	\$ 37,928,090.00	\$ 49,119,647.00	\$ 47,079,561.00	\$ 52,399,621.00
EXPENDITURES					
Salaries and Employee Benefits	\$ 13,078,635.00	\$ 13,629,502.00	\$ 22,489,902.00	\$ 19,210,661.00	\$ 20,714,676.00
Services and Supplies	\$ 4,224,310.00	\$ 4,642,351.00	\$ 6,474,964.00	\$ 6,596,150.00	\$ 7,510,924.00
Capital Outlay	\$ 8,230,927.00	\$ 8,445,355.00	\$ 18,900,860.00	\$ 19,961,426.00	\$ 16,440,068.00
Operational Expenditure, Sub-total	\$ 25,533,872.00	\$ 26,717,208.00	\$ 47,865,726.00	\$ 45,768,237.00	\$ 44,665,668.00
Total Revenue minus Operational Expenditure: Surplus/(Deficit)	\$10,516,871.00	\$ 11,210,882.00	\$ 1,253,921.00	\$ 1,311,324.00	\$ 7,733,953.00
Debt Service:					
Principal	\$ 2,998,888.00	\$ 3,145,096.00	\$ 4,366,938.00	\$ 5,193,104.00	\$ 5,716,067.00
Advance Refunding Escrow	\$ -	\$ -	\$ -	\$ -	\$ 676,232.00
Interest	\$ 5,859,356.00	\$ 5,748,505.00	\$ 6,477,830.00	\$ 6,403,845.00	\$ 5,720,001.00
Issuance Cost	\$ -	\$ -	\$ -	\$ 786,497.00	\$ 876,930.00
Total Expenditures	\$ 34,392,116.00	\$ 35,610,809.00	\$ 58,710,494.00	\$ 58,151,683.00	\$ 57,654,898.00
Total Revenue minus Operational Expenditure & Debt Service: Surplus/(Deficit)	\$ 1,658,627.00	\$ 2,317,281.00	\$ (9,590,847.00)	\$ (11,072,122.00)	\$ (5,255,277.00)
OTHER FINANCING SOURCES/(USES)					
Other Sources	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers In	\$ 8,858,244.00	\$ 8,893,601.00	\$ 12,145,558.00	\$ 15,838,822.00	\$ 9,409,095.00
Transfers Out	\$ (8,858,244.00)	\$ (8,893,601.00)	\$ (12,145,558.00)	\$ (15,838,822.00)	\$ (9,409,095.00)
Advance Refunding of Revenue Bonds	\$ -	\$ (29,986,962.00)			
Payment to Refunded Bond Escrow Agent	\$ -	\$ -		\$ (68,187,161.00)	\$ (27,659,551.00)
Issuance of Refunding Debt	\$ -	\$ 28,325,491.00		\$ -	\$ 25,025,000.00
Issuance of Debt	\$ -	\$ -		\$ -	\$ 61,220,000.00
Proceeds of Refunding Bond	\$ -	\$ -	\$ 45,000,000.00	\$ 57,410,000.00	\$ -
Premium from Debt Issuances	\$ -	\$ -	\$ 2,281,625.00	\$ 11,563,658.00	\$ 8,245,739.00
Total Other Financing Sources (Uses)	\$ -	\$ (1,661,471.00)	\$ 47,281,625.00	\$ 786,497.00	\$ 66,831,188.00
FUND BALANCE					
Net Change in Fund Balance: Surplus/(Deficit)	\$ 1,658,627.00	\$ 655,810.00	\$ 37,690,778.00	\$ (10,285,625.00)	\$ 61,575,911.00
Fund Balance - Beginning	\$ 41,117,724.00	\$ 42,776,351.00	\$ 43,432,161.00	\$ 81,122,939.00	\$ 70,837,314.00
Fund Balance - Ending	\$ 42,776,351.00	\$ 43,432,161.00	\$ 81,122,939.00	\$ 70,837,314.00	\$ 132,413,225.00

Footnote: The \$45,000,000 in FY 14-15 should be listed under issuance, not refunding.

Table 5: Total Assets & Liabilities (FY 13-14 to FY 17-18)

	FY 13-14 (Audit)	FY 14-15 (Audit)	FY 15-16 (Audit)	FY 16-17 (Audit)	FY 17-18 (Audit)
ASSETS					
<u>Current Assets</u>					
Cash and Investments	\$ 34,330,982	\$ 35,562,081	\$ 81,598,301	\$ 77,020,898	\$ 132,551,342
Accounts Receivable:					
Deposits	\$ 694,849	\$ 1,093,909	\$ 1,537,825	\$ 587,047	\$ 3,119,075
Rent			\$ 3,506	\$ -	\$ 8,094
Interest	\$ 32,773	\$ 43,323	\$ 168,025	\$ 5,278	\$ 209,661
Due from Other Governments:					
Taxable Receivable	\$ 8,599,282	\$ 9,218,572	\$ 11,792	\$ 221	\$ 221
Due from Grantor Government	\$ 365,987	\$ 31,708	\$ -	\$ -	\$ -
Other Current Assets	\$ 506,949	\$ 30,723	\$ 15,622	\$ 55,093	\$ 35,968
Total Current Assets	\$ 44,530,822	\$ 45,980,316	\$ 83,335,071	\$ 77,668,537	\$ 135,924,361
<u>Non-Current Assets</u>					
Net OPEB Asset	\$ 1,003,925	\$ 863,176	\$ 699,015	\$ 406,023	\$ -
Notes Receivable	\$ 183,164	\$ 169,368	\$ 151,425	\$ 134,317	\$ 115,248
Unamortized Issuance Costs	\$ 1,142,982	\$ 1,074,740	\$ 1,006,500	\$ 772,042	\$ 522,658
Non-Depreciable Capital Assets	\$ 388,218,972	\$ 393,941,289	\$ 410,996,958	\$ 427,006,396	\$ 423,143,738
Capital Assets, Net of Depreciation	\$ 16,703,969	\$ 17,535,536	\$ 17,457,931	\$ 20,127,443	\$ 38,976,095
Total Non-Current Assets	\$407,253,012	\$413,584,109	\$430,311,829	\$448,446,221	\$462,757,739
TOTAL ASSETS	\$451,783,834	\$459,564,425	\$513,646,900	\$526,114,758	\$598,682,100
DEFERRED OUTFLOWS OF RESOURCES					
OPEB Adjustments	\$ -	\$ -	\$ -	\$ -	\$ 412,000
Pension Expense and Contributions	\$ -	\$ -	\$ 6,990,099	\$ 8,659,986	\$ 7,151,966
Deferred Loss on Early Retirement of Long-term Debt	\$ 2,962,414	\$ 2,623,220	\$ 2,284,028	\$ 6,976,997	\$ 10,240,823
Total Deferred Outflows of Resources	\$ 2,962,414	\$ 2,623,220	\$ 9,274,127	\$ 15,636,983	\$ 17,804,789
ASSETS + DEFERRED OUTFLOWS OF RESOURCES	\$454,746,248	\$462,187,645	\$522,921,027	\$541,751,741	\$616,486,889
DEFERRED INFLOWS OF RESOURCES					
OPEB Adjustments	\$ -	\$ -	\$ -	\$ -	\$ 82,400
Pension Adjustments	\$ -	\$ -	\$ 3,352,133	\$ 2,071,424	\$ 1,333,999
Total Deferred Inflows of Resources	\$ -	\$ -	\$ 3,352,133	\$ 2,071,424	\$ 1,416,399
LIABILITIES					
<u>Current Liabilities</u>					
Accounts Payable	\$ 744,178	\$ 1,623,917	\$ 1,137,971	\$ 5,220,064	\$ 2,423,768
Deposits Payable	\$ 128,441	\$ 118,266	\$ 98,770	\$ 104,932	\$ 96,568
Payroll and Other Liabilities	\$ 881,852	\$ 805,972	\$ 975,391	\$ 1,506,227	\$ 990,800
Accrued Interest	\$ 421,503	\$ 414,000	\$ 2,284,000	\$ 1,956,000	\$ 2,504,291
Total Current Liabilities	\$ 2,175,974	\$ 2,962,155	\$ 4,496,132	\$ 8,787,223	\$ 6,015,427
<u>Non-Current Liabilities</u>					
Due Within One Year	\$ 3,498,284	\$ 4,740,053	\$ 5,465,679	\$ 7,423,614	\$ 8,203,930
Due After One Year	\$ 137,924,525	\$ 133,360,373	\$ 188,146,420	\$ 186,466,568	\$ 252,063,016
Total Non-Current Liabilities	\$141,422,809	\$138,100,426	\$193,612,099	\$193,890,182	\$260,266,946
TOTAL LIABILITIES	\$143,598,783	\$141,062,581	\$198,108,231	\$202,677,405	\$266,282,373
NET POSITION					
Net Investment in Capital Assets	\$ 268,869,441	\$ 278,611,038	\$ 276,394,511	\$ 308,600,974	\$ 312,120,869
Restricted for:					
Debt Service	\$ 1,620,515	\$ -	\$ 3,116,266	\$ 2,193,934	\$ 5,785,312
Hawthorne Maintenance	\$ 1,702,557	\$ 1,702,556	\$ 1,971,040	\$ 1,971,040	\$ 1,466,982
OPEB	\$ 1,003,925	\$ 863,176	\$ 699,015	\$ 406,023	\$ -
Total Restricted	\$ 4,326,997	\$ 2,565,732	\$ 5,786,321	\$ 4,570,997	\$ 7,252,294
Unrestricted	\$ 37,951,027	\$ 39,948,294	\$ 39,279,831	\$ 23,830,941	\$ 29,414,954
TOTAL NET POSITION	\$311,147,465	\$321,125,064	\$321,460,663	\$337,002,912	\$348,788,117
DEFERRED INFLOWS + LIABILITIES + NET POSITION	\$ 454,746,248	\$ 462,187,645	\$ 522,921,027	\$ 541,751,741	\$ 616,486,889

GOVERNANCE

Legal Authority

The principal act that governs the District is Public Resources Code §§5500-5595. State law empowers the District to “plan, adopt, lay out, plant, develop, and otherwise improve, extend, control, operate, and maintain a system of public parks, ... trails, natural areas, ecological and open space preserves, parkways, scenic drives, boulevards, and other facilities for public recreation, for the use and enjoyment of all the inhabitants of the district, and it may select, designate, and acquire land, or rights in land, within or without the district, to be used and appropriated for such purposes” (Cal. Pub. Res. Code §5541). Pursuant to its enabling legislation, the District’s stated purpose is to purchase, permanently protect, and restore lands forming a regional open space greenbelt; preserve unspoiled wilderness, wildlife habitat, watershed, viewshed, and fragile ecosystems; and provide opportunities for low-intensity recreation and environmental education. The District primarily acquires or otherwise preserves land outside the urban service area (USA) boundaries of cities that has regionally significant open space value.

Local Accountability & Structure

The District is governed by a seven-member elected board of directors. Each board member is elected to serve a four-year term and represents a geographic ward of approximately equal populations. Individual ward maps are included in **Appendix E**. The current Board is as follows:

Table 6: Board of Directors

Board Member	Title	Term of Office Expiration
Pete Siemens (Ward 1)	Board President	2022
Yoriko Kishimoto (Ward 2)	Board Treasurer	2022
Jed Cyr (Ward 3)	Board Member	2020
Curt Riffle (Ward 4)	Board Member	2020
Karen Holman (Ward 5)	Board Vice-President	2022
Larry Hassett (Ward 6)	Board Member	2022
Zoe Kersteen-Tucker (Ward 7)	Board Secretary	2020

The Board holds its regular public meetings on the second and fourth Wednesdays of each month at 7:00 p.m., at the District administrative office located at 330 Distel Circle, Los Altos, CA.

District staffing currently includes over 180 employees in 11 departments: Budget and Analysis, Engineering and Construction, Finance, Human Resources, Information Systems and Technology, Land and Facilities, Natural Resources, Planning, Public Affairs, Real Property, and Visitor Services. Over 600 volunteers also assist the District each year ranging from one-day projects to ongoing natural history education, trail patrol, maintenance, and restoration programs.

Long-term Management Plans

Midpeninsula Regional Open Space District adopted a long-term strategic plan in 2011 and provides updates to this plan on an annual basis. The annual strategic plans provide a framework to guide the District in its planning process and in evaluating Districtwide needs. The District understands that the future of a successful network of open space preserves depends on the success of both public and private partnerships at a regional level, as well as the enthusiastic support of the public who live and work there. Their goal is to work collaboratively with all of their partners to address regional land conservation, stewardship, and public access challenges.

At the same time, the District places its energies on connecting and understanding our communities, which have experienced a major shift in demographics and interests in the last decade. The District's long-range plan for the future of open space is grounded in its original mission of preservation, restoration, public access and education, but it also focuses on a rapidly changing social and physical environment that requires foresight, flexibility, and the means to succeed. The District has three overarching goals they plan on completing in the next 15–20 years:

- Goal #1: Promote and establish a common conservation vision with partner agencies.
- Goal #2: Connect people to open space and a regional vision.
- Goal #3: Strengthen financial and staffing resources to fulfil the mission.

These goals, with its supporting objectives and assigned projects, are discussed in detail within each adopted strategic plan. Access to the annual strategic plans are available on the District's website: <https://www.openspace.org/about-us/district-reports>.

Coastside Protection Program

In addition to the annual strategic plans, the District has also adopted a Coastside Protection Area Service Plan which outlines the services being provided in the coastal area following the 2004 Coastal Annexation in San Mateo County. In the 1990s, as development pressure threatened the Coastside's scenic beauty, rural character and agricultural heritage, Coastal residents expressed their support for extending the Midpeninsula Regional Open Space District boundaries to include the San Mateo County Coastside. From the coast to its ridgeline, from Montara to the San Mateo/ Santa Cruz county line, the District's Coastside Protection Area became official in 2004. The Coastside Protection Area Service Plan is available on the District's website: https://www.openspace.org/sites/default/files/Coastal_Service_Plan.pdf.

This Coastside Protection Area is partially funded by Measure AA. To date, more than \$16 million in Measure AA funding has been invested in the Coastside's open space and agricultural preservation, restoration and public access projects. These projects include funding habitat restoration, watershed protection and conservation grazing projects at Purisima Creek Redwoods, La Honda Creek and Miramontes Ridge preserves, supporting local ranching and farming families in viable agriculture including 11,000 acres in conservation grazing, seven acres of row crops, and offering environmental education programs at local schools.

Recent Accomplishments

The District has accomplished major milestones over the years and has made substantial progress on hundreds of Key Action Plan Projects, which include 25 Measure AA projects. The accomplishments can be placed in five categories: Land Acquisition and Preservation; Natural Resources Protection and Restoration; Public Access, Education, and Outreach; General/District-Wide Support of Mission; and Awards, Grants, and Recognition. Highlights of the major accomplishments during FYs 2016-17 to FY 2018-19 are provided below.

Land Acquisition and Preservation: Purchased, exchanged, or received donations totaling 930 acres of open space lands valued at approximately \$11.4 million, including but not limited to:

- Purchased 190-acre Woodruff Redwoods property in La Honda Creek Preserve to advance land conservation opportunities;
- Purchased 153.59-acre Twin Creeks property in the Mt. Umunhum area of Sierra Azul Preserve, providing water quality protection within the Los Alamitos Creek watershed, continuity of wildlife habitat corridors, and a potential future trail connection with Rancho Canada de Oro Open Space Preserve; and
- Purchased 28-acre Rossetta property to secure public access rights along Mountain Umunhum Road and the Woods Trail in the Mountain Umunhum area of Sierra Azul Preserve.
- Purchased 240-acre Giusti property as an addition to Purisima Creek Redwoods Open Space Preserve completing a regional trail corridor known as Purisima to the Sea.

Natural Resources Protection and Restoration: Completed numerous natural resource protection and restoration projects in Sierra Azul and Bear Creek Redwoods Preserves, including but not limited to:

- Created a new contract with Grassroots Ecology Native Plant Nursery to grow approximately 1,900 native plants and five pounds of native grasses and forb seeds for Phase One of the Mount Umunhum Revegetation Project;
- Completed a Pond Assessment and Management Plan to determine the water needs for wildlife and habitat values at aquatic sites;
- Installed native plantings at Mount Umunhum and surrounding areas to restore native landscapes and meet permit requirements for trail and roadwork associated with the summit project;
- Received a landmark alteration permit to implement site cleanup and structures rehabilitation consistent with the Alma College Cultural Landscape Plan.

Public Access, Education, and Outreach: Completed numerous projects and actions in the Sierra Azul and Bear Creek Redwoods Preserves, including but not limited to:

- Executed an agreement with San Jose Water Company (SJWC) to initiate a water line connection to the SJWC main line as a new source of water for the Preserve and Bear Creek Stables;
- Constructed the award-winning Mount Umunhum Trail, with three new trail bridges, the Guadalupe Creek Overlook vista point, and interpretive signage;
- Produced the "Stories of Mount Umunhum" free audio tour mobile device application, with over 1,800 downloads, offering the public a "virtual guided tour" of the summit;
- Worked with GIS, Visitor Services, and Public Affairs to complete design, content and web development of "Layers of History" online story map at www.openspace.org/bcrstory; and
- Partnered with the City of Saratoga to fund the design of the Saratoga-to-Sea Trail. City completed the engineering design and environmental review, and initiated the permit process.

General/District-wide Support of Mission: The District completed various projects to improve efficiency within its internal and external operations, including but not limited to:

- Received Board approval of Midpen's Climate Action Plan to meet the adopted Climate Change Goals of a 20% reduction in operational greenhouse gas emissions from 2016 levels by 2022, 40% by 2030 and 80% by 2050;
- Launched over 35 Enterprise GIS web maps and applications to provide critical GIS data to all staff, support interdepartmental collaboration, and streamline asset mapping. This work facilitated the creation of multiple districtwide data inventories: fuel reduction lines, phytophthora sample sites, cover boards, wildlife cameras, conservation easement photo sites, utility assets, bridges, culverts and more.
- Issued 2017 Green Bonds, refunding part of the 2012 Bonds, resulting in a savings of \$18.4 million; issued \$12.5 million of 2017 Parity Bonds to finance the new South Area Field Office and new Administrative Office; and issued 2018 Green Bonds, selling 34% of the new bonds at retail to fund Measure AA projects;
- Completed the La Honda Creek Wildland Fire Response Plan that outlines key preserve features such as emergency access roads and water resources to assist fire suppression activities and guide the safe evacuation of visitors and residents. The Plan also identifies sensitive natural and cultural resources to protect from accidental damage; and

- Completed a District Housing Structures Assessment for the Driscoll Ranch Area of La Honda Creek Preserve and secured Board approval to build Agricultural Workforce Housing in partnership with San Mateo County.

Awards, Grants, and Recognition: The District has received several awards, grants, and recognitions over the years, including but not limited to:

- Received Board approval of a Memorandum of Understanding with the Santa Clara Valley Water District for a five-year, \$1,000,000 funding agreement to complete invasive species removal at Bear Creek Redwoods Preserve, with a possible five-year extension for another \$1,000,000;
- Won the Outstanding Planning Document award from the Association of Environmental Professionals for the Preserve Plan/EIR for the Bear Creek Redwoods Preserve;
- Received the Distinguished Budget Presentation Award from the Government Finance Officers Association for the second time and the Operating Budget – Meritorious Award from California Society of Municipal Finance Officers;
- Received the Outstanding Financial Reporting Award from both the Government Finance Officers Association and the California Society of Municipal Finance Officers;
- Received the Technology Innovation: Leadership award from Special Districts West;
- Received the Community Partnership Award from the San Jose Conservation Corps + Charter School (SJCC+CC) for its ongoing partnership work in providing life-changing, outdoor conservation experiences and skills training to SJCC+CS members; and
- Completed successful grant applications totaling \$2.9 million. Grants awarded include but are not limited to the following:
 - Gordon and Betty Moore Foundation Grant (\$750,000) for the Twin Creeks property purchase in the Loma Prieta area of Sierra Azul Preserve;
 - Santa Clara Valley Water District Grant (\$149,500) for the construction of Webb Creek Bridge at Bear Creek Redwoods Preserve; and
 - \$149,906 from the Santa Clara Valley Water District for the Beatty Trail connection to Priest Rock Trail at Sierra Azul Preserve.

Access to further information about all recent and past accomplishments are available on the District's website: <https://www.openspace.org/about-us/district-reports>.

Opportunities & Challenges

Midpeninsula Regional Open Space District is nearing 50 years since its formation back in 1972. During this time, the District has preserved nearly 64,000 acres of open space on 26 preserves in Santa Clara and San Mateo Counties, with a small portion located in Santa Cruz County. The result is an integrated regional open space system that offers recreational activities to all visitors, regardless of whether they are constituents of the District.

The small portion located in Santa Cruz County consists of approximately 1,900 acres and are the southern ends of Long Ridge, Bear Creek Redwoods, and Sierra Azul Preserves. These lands are all owned and managed by the District. Other than this small portion of territory, there is no official open space district in Santa Cruz County. The County does have four independent recreation and park districts, and one county service area that provides park services outside the four cities.

There was an attempt to create an open space district through legislation back in 2009 following local support. The Land Trust of Santa Cruz County sponsored Senate Bill 211, which would have enabled the County Board of Supervisors to place a measure on the ballot creating an open space district in Santa Cruz County without LAFCO approval. It appeared that the bill had initial support from the County and a number of cities but failed during the legislative process primarily due to concerns about countywide conservation and growth opportunities. Since the 2009 effort, there has been no further attempt to form an open space district.

LAFCO staff met with MROSD representatives to discuss this service review and any future expansion into Santa Cruz County. While MROSD has expressed interest in annexing lands owned and operated by the District in the foreseeable future, the District is unaware of any local support for further expansion beyond the 5 District-owned parcels. These District-owned parcels are discussed in more detail on pages 9 to 11.

During the next service review cycle, it may be beneficial for the District and LAFCO to conduct a countywide survey and gauge the local interest in the possible creation of an open space district in Santa Cruz County. If there is high interest from residents and other local agencies, Santa Cruz LAFCO believes that the district formation should be processed under the Cortese-Knox-Hertzberg Act rather than through special legislation.

LAFCO Staff Recommendation: Joint effort by the District and LAFCO to consider conducting a survey to gauge local support in the formation of an open space district during the next service review cycle. The District and LAFCO should also discuss the annexation, and concurrent sphere amendment, involving the 5 District-owned parcels located within Santa Cruz County with the principal LAFCO (Santa Clara LAFCO) as part of the next round of service reviews, which is scheduled for November 2024.

SPHERE OF INFLUENCE

Cortese-Knox-Hertzberg Act

City and special district spheres of influence define the probable physical boundaries and service area of a local agency, as determined by the Commission (Government Code Section 56076). The law requires that spheres be updated at least once every five years either concurrently or subsequently to the preparation of Municipal Service Reviews. Spheres are determined and amended solely at the discretion of the Commission. In determining the sphere of influence for each local agency, the Commission is required by Government Code Section 56425(e) to consider certain factors, including:

- The present and planned uses in the area, including agricultural and open-space lands;
- The present and probable need for public facilities and services in the area;
- The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide;
- The existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency; and
- For an update of a sphere of influence of a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection, that occurs pursuant to subdivision (g) on or after July 1, 2012, the present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere of influence.

Current Sphere Boundary

Santa Clara LAFCO, as the principal LAFCO, has adopted a multi-county sphere of influence for the District. The District's multi-county sphere of influence is generally coterminous with its jurisdictional boundary. In addition to this multi-county sphere, and following the 1992 annexation of 1,500 acres, Santa Cruz LAFCO also adopted a sphere of influence for MROSD within Santa Cruz County only. In January 2008, Santa Cruz LAFCO reaffirmed this sphere boundary. The sphere boundary within Santa Cruz County is slightly larger than the District's existing service area and has remained unchanged.

In December 2013, Santa Clara LAFCO conducted a service review involving Midpeninsula Regional Open Space District and noted the District's interest in expanding its sphere of influence to include additional parcels owned within Santa Cruz County. Specifically, the District expressed the desire to annex the Loma Prieta Ranch, which is a part of Sierra Azul Open Space Preserve, and to annex the southern portion of the Bear Creek Redwoods Open Space Preserve. Both territories are owned by MROSD and part of preserves already maintained by the District. Santa Clara LAFCO recommended that the District formally submit an application for annexation to their LAFCO in order to process the proposed change of organization. Pursuant to Santa Clara LAFCO's adopted policies, their staff and Commission would coordinate with Santa Cruz LAFCO if and

when an application was submitted. No application has been filed since the 2013 service review.

Ad-Hoc Committee Meeting

In January 2019, the District Board and this Commission both created an ad-hoc committee to assist in the completion of the 2019 service and sphere review. Chair Jim Anderson and Vice-Chair Roger Anderson were selected to represent Santa Cruz LAFCO. In September 2019, the two ad-hoc committees met to discuss this service review and determine whether the District still had interest in annexing territory in Santa Cruz County.

Based on this group discussion, the District indicated that it would like to focus on its existing service area at this time but would like to reconvene in five (5) years to discuss possible annexation of parcels already owned and managed by the District. An analysis involving a potential sphere amendment and concurrent annexation involving the District-owned parcels along Bear Creek Redwoods and Sierra Azul Open Space Preserves should be conducted during the next service review cycle, which is tentatively scheduled for November 2024. The ad-hoc committee members from both parties agreed to defer further evaluation until that time. The Executive Officer of Santa Clara LAFCO has also agreed to participate in the next service review cycle as the principal LAFCO for MROSD.

Figures 8 and 9 in the following pages depict the multi-county sphere of influence designated by Santa Clara LAFCO and the sphere of influence adopted by Santa Cruz LAFCO. Both sphere boundaries coincide with the territory involving Santa Cruz County.



Figure 8: Multi-County Sphere of Influence (adopted by Santa Clara LAFCO)

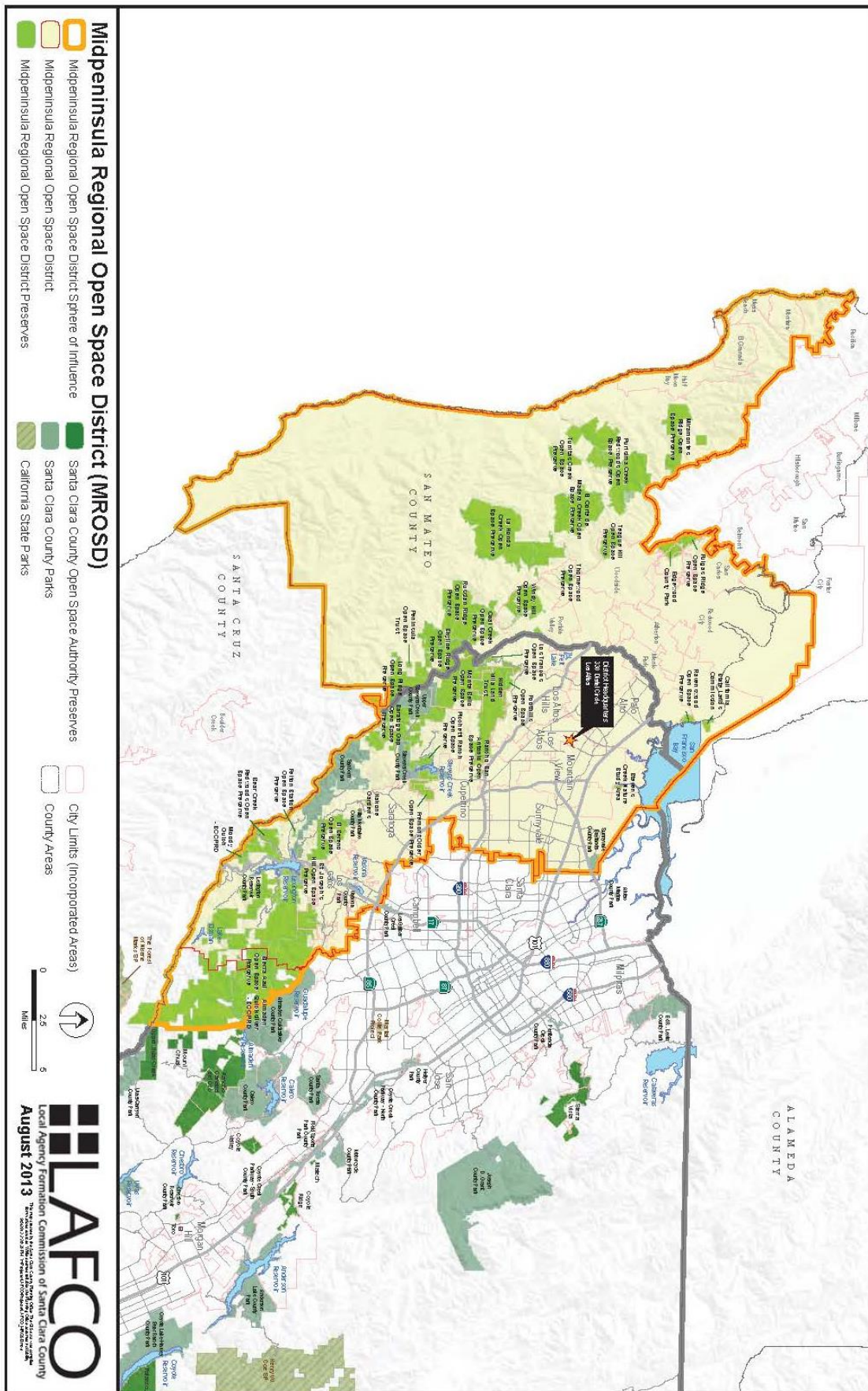
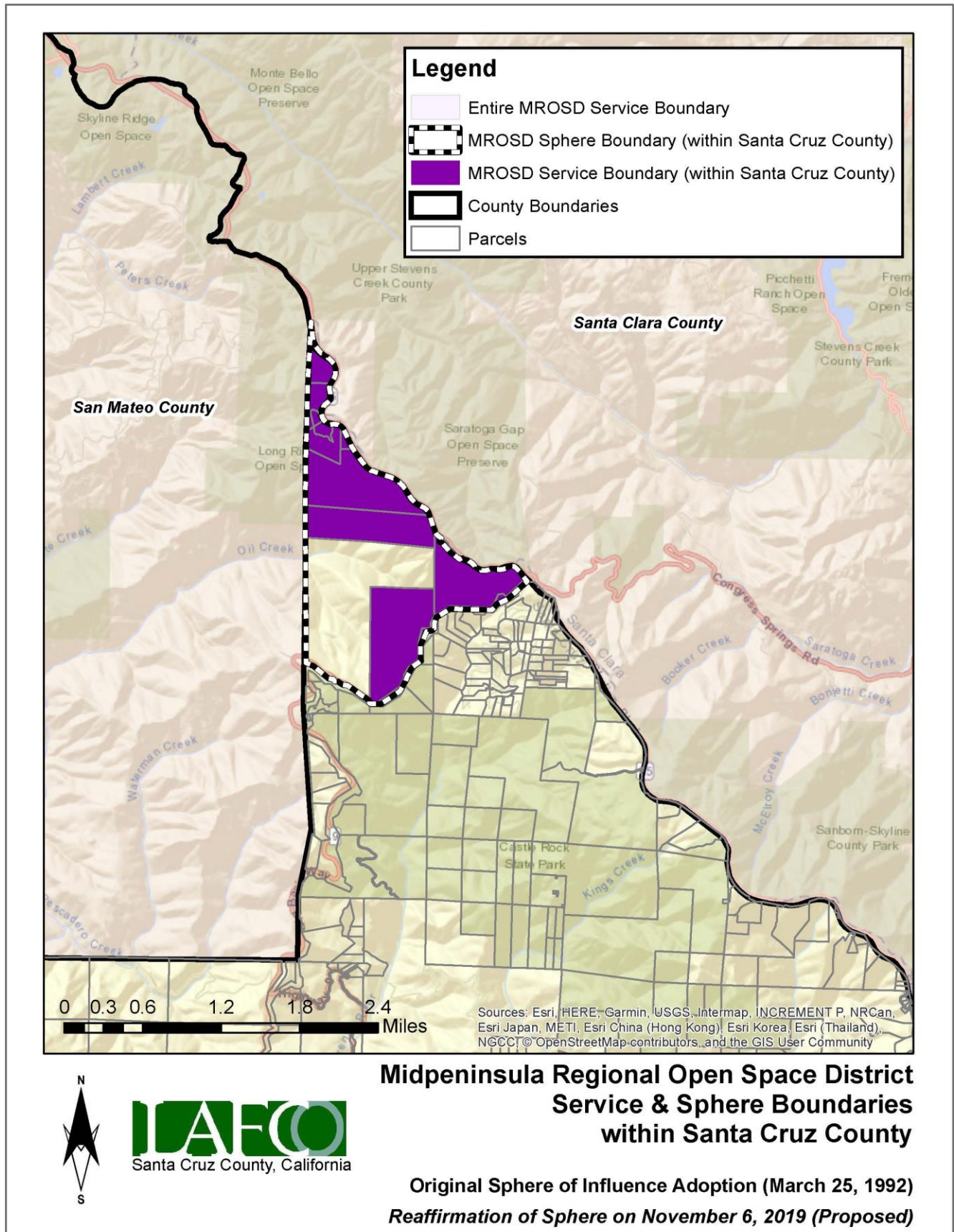


Figure 9: Sphere of Influence (adopted by Santa Cruz LAFCO)



DISTRICT SUMMARY CHART

Midpeninsula Regional Open Space District	
Formation	Public Resources Code §§5500-5595
Board of Directors	Governed by a seven-member Board of Directors. The District is divided into seven geographic wards, each represented by an elected Board member for a four-year term.
Contact Person	Ana María Ruiz, General Manager
Employees	Approximately 180 employees in 11 departments; The District has two field offices, one located at Rancho San Antonio Open Space Preserve and one off of Skyline Blvd at Skyline Ridge Open Space Preserve.
Facilities	The District owns and manages 26 open space preserves.
District Area	The District's entire boundary consists of nearly 64,000 acres of preserved land and encompasses three counties – Santa Clara, San Mateo, and Santa Cruz. In Santa Cruz County, the District serves approximately 1,500 acres (2.3 square miles).
Sphere of Influence	The sphere of influence, within Santa Cruz County only, is larger than the District's jurisdictional boundary.
FY 2019-20 Budget	<p>Total Revenue = \$76,270,625</p> <p>Total Expenditure = \$75,536,958</p> <p>Projected Net Position (Beginning Balance) = \$139,689,032</p>
Contact Information	<p>Mailing Address: 330 Distel Circle, Los Altos, CA</p> <p>Phone Number: 650-691-1200</p> <p>Email Address: aruiz@openspace.org</p> <p>Website: https://www.openspace.org/</p>
Public Meetings	Meetings are typically held on the second and fourth Wednesday of the month, at 7:00 pm. These Board meetings are typically held at the District's administrative office in Los Altos and are open to the public.
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."

SERVICE & SPHERE DETERMINATIONS

The following service and sphere review determinations fulfill the requirements outlined in the Cortese-Knox-Hertzberg Act. Midpeninsula Regional Open Space District's staff and ad-hoc committee members were instrumental in addressing the statutory determinations by providing data and other requested information to LAFCO staff at a timely fashion.

Service Determinations

Government Code Section 56430 requires LAFCO to conduct a municipal service review before, or in conjunction with, an action to establish or update a sphere of influence. Written statements of determination must be prepared with respect to each of the following:

1. Growth and population projections for the affected area.

The population for MROSD in 2010 was 705,528. Based on the 2010 Census, staff determined that 27 people reside in the Santa Cruz County portion of the District's jurisdictional and sphere boundaries.

The Association of Bay Area Governments (ABAG) and the Association of Monterey Bay Area Governments (AMBAG) provide population projections for cities and counties in the Coastal Region. Based on the projections for the cities and counties within the District's service area, LAFCO staff was able to develop a population forecast for MROSD. LAFCO staff projects that the entire population of MROSD will be approximately 842,000 by the year 2040. The estimated population in the Santa Cruz County portion will be around 30 by the year 2040.

2. The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere of influence.

In 2017, the California statewide median household income was \$67,169, and 80% of that was \$53,735. LAFCO staff utilized the ArcGIS mapping program to locate potential disadvantaged unincorporated communities (DUCs) within the District's service and sphere boundaries. Based on the criteria set forth by SB 244, staff's analysis indicates that there are no areas in MROSD designated as a DUC. In addition, MROSD does not provide public facilities or services related to sewers, municipal and industrial water, or structural fire protection.

3. Present and planned capacity of public facilities, adequacy of public services, and infrastructure needs or deficiencies including needs or deficiencies related to sewers, municipal and industrial water, and structural fire protection in any disadvantaged, unincorporated communities within or contiguous to the sphere of influence.

The District's purpose is to create a regional greenbelt of unspoiled public open space lands in order to permanently protect the area's natural resources and to provide for public use and enjoyment. The District has preserved nearly 64,000 acres of public land and manages 26 open space preserves – 24 of which are open to the public free of charge. MROSD does not provide public facilities or services related to sewers, municipal and industrial water, or structural fire protection.

4. Financial ability of agencies to provide services.

Midpeninsula Regional Open Space District has a number of revenue streams to operate its services and facilities. Total operating revenue for FY 2017-18 was approximately \$52.4 million. Property taxes continues to be the primary source of revenue for the District. In FY 2017-18, property taxes represented over 91% of total revenue. It is important to note that the District also receives funding from issuance of debt, such as bonds. In FY 2017-18, the \$103 million of debt included \$25 million of refunding, \$9 million for annual debt service, \$50 million of the second tranche of Measure AA general obligation bonds, \$11 million of parity bonds, and \$8 million in related issuance premiums.

At the end of Fiscal Year 2017-18, total revenues collected, including other financing sources such as issuance of bonds, were approximately \$156 million. This represents a 19% increase from the previous year (\$132 million in FY 2016-17). Total expenditures for FY 2017-18, including payment of bonds and other debts, were approximately \$94.7 million, which decreased from the previous year by approximately \$47 million (\$142 million in FY 2016-17).

5. Status of, and opportunities for, shared facilities.

The District works to form a continuous greenbelt of permanently preserved open space by linking its lands with other public parklands. Such actions and goals are completed by collaborating with other local agencies including but not limited to counties, cities, and other local organizations.

6. Accountability for community service needs, including governmental structure and operational efficiencies.

The District is governed by a seven-member elected board of directors. Each board member is elected to serve a four-year term and represents a geographic ward of approximately equal populations. The Board holds its regular public meetings on the second and fourth Wednesdays of each month at 7:00 p.m., at the District administrative office: 330 Distel Circle, Los Altos, CA.

District staffing currently includes 180 employees in 11 departments: Budget and Analysis, Engineering and Construction, Finance, Human Resources, Information Systems and Technology, Land and Facilities, Natural Resources, Planning, Public Affairs, Real Property, and Visitor Services. Over 600 volunteers also assist the District each year ranging from one-day projects to ongoing natural history education, trail patrol, maintenance, and restoration programs.

7. Any other matter related to effective or efficient service delivery, as required by commission policy.

No additional local LAFCO policies are specifically relevant to this service and sphere review.

Sphere Determinations

Government Code Section 56425 requires LAFCO to periodically review and update spheres of influence in concert with conducting municipal service reviews. Spheres are used as regional planning tools to discourage urban sprawl and encourage orderly growth. Written statements of determination must be prepared with respect to each of the following:

1. The present and planned land uses in the area, including agricultural and open-space lands.

The District's purpose is to create a regional greenbelt of unspoiled public open space lands in order to permanently protect the area's natural resources and to provide for public use and enjoyment. The District encompasses over 550 square miles of territory. Open space preserves are generally kept in a natural condition in order to best protect the environment and wildlife habitat, and are developed with only the amenities needed to provide low-intensity recreation. Ranging from 55 to over 18,000 acres, the 24 preserves are open to the public all year round.

2. The present and probable need for public facilities and services in the area.

The District encompasses over 550 square miles in three separate counties and offers more than 240 miles of recreational trails. Open space services provided by MROSD are not restricted to residents within the District's jurisdiction. It is estimated that approximately 700,000 residents currently live within MROSD's service area but on average, over 2 million people visit the 24 preserves owned and operated by the District each year. As a result, there is a constant demand for open space services.

3. The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide.

The District has adopted a long-term strategic plan and provides an update to this plan on an annual basis. The annual strategic plans provide a framework to guide the District in its planning process and in evaluating Districtwide needs. The District's goal is to work collaboratively with all of their partners to address regional land conservation, stewardship, and public access challenges. Various projects and accomplishments have been completed as a result of these adopted strategic plans.

4. The existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency.

Santa Clara LAFCO is the "principal LAFCO" for MROSD under Government Code Section 56066.

5. For an update of a sphere of influence of a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection, that occurs pursuant to subdivision (g) on or after July 1, 2012, the present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere of influence.

Neither the District nor LAFCO has identified any sub-area within or contiguous to the District's service or sphere boundaries that meet the definition of a disadvantaged unincorporated community. In addition, MROSD does not provide public facilities or services related to sewers, municipal and industrial water, or structural fire protection.

APPENDICES

**A. Santa Clara LAFCO (Principal LAFCO) Service Review for
Midpeninsula Regional Open Space District (Adopted Dec. 2013)**

B. Santa Clara LAFCO (Principal LAFCO) Adopted Policy

C. MROSD Audited Financial Statements (FY 2017-18)

D. MROSD Budget & Action Plan (FY 2019-20)

E. MROSD Board of Directors – Individual Ward Maps



APPENDIX A:

Santa Clara LAFCO (Principal LAFCO)
Service Review for Midpeninsula
Regional Open Space District
(Adopted December 2013)

6. *MIDPENINSULA REGIONAL OPEN SPACE DISTRICT*

AGENCY OVERVIEW

Midpeninsula Regional Open Space District (MROSD) owns and manages over 62,000 acres of land in 26 open space preserves, 24 of which are open to the public. While the District operates in three counties—Santa Clara, San Mateo and Santa Cruz—Santa Clara LAFCO is the principal LAFCO for MROSD, as the assessed value of property within the District is greatest in Santa Clara County. As principal LAFCO, Santa Clara LAFCO is responsible for adopting service review determinations and updating the District's sphere of influence (SOI). The last service review for the District was completed in 2007.

MROSD was formed in 1972 as an independent special district after the voters passed Measure R—a voter initiated ballot measure to form the District.

The principal act that governs the District is Public Resources Code §§5500-5595. The principal act requires the District to benefit its properties and residents in at least the following respects: 1) enhance recreational opportunities and expanded access to recreational facilities; 2) improve quality of life for all communities by protecting, restoring, and improving the district's park, wildlife, open-space, and beach lands; 3) preserve canyons, foothills, and mountains and development of public access to these lands; 4) protect the diverse historical, cultural, and archaeological values of the territory of the district; 5) increase economic activity and expanded employment opportunities within the district; 6) increase property values, resulting from the required benefits; and 7) provide benefits to all properties within the regional district, including positive impacts on air and water quality, capacity of roads, transportation and other public infrastructure systems, schools, and public utilities.

Boundaries

The District's boundaries encompass an area of 556 square miles in northern Santa Clara and southern San Mateo Counties and a small portion of Santa Cruz County, and includes unincorporated territories and 17 cities—Atherton, Cupertino, East Palo Alto, Half Moon Bay, Los Altos, Los Altos Hills, Los Gatos, Menlo Park, Monte Sereno, Mountain View, Palo Alto, Portola Valley, Redwood City, San Carlos, Saratoga, Sunnyvale, and Woodside.

MROSD originally included only lands in the northern and western portions of Santa Clara County. In June 1976, the southern and eastern portions of San Mateo County were annexed into the District. MROSD annexed a small portion of the northern tip of Santa Cruz County in 1992 making it the only tri-County park or open space district in California. In September 2004, the District completed the Coastside Protection Program, which extended its boundary area to the Pacific Ocean in San Mateo County, from the southern borders of Pacifica to the San Mateo/Santa Cruz county line. This last annexation increased the size of the District from 331 to 556 square miles.

Sphere of Influence

The District's SOI is generally coterminous with its boundary, except for the southernmost portion, which includes the unincorporated lands of the Sierra Azul Open Space Preserve.

Type and Extent of Services

Services Provided

MROSD's mission is to purchase, permanently protect, and restore lands forming a regional open space greenbelt, preserve unspoiled wilderness, wildlife habitats, watershed, viewshed, and fragile ecosystems, and provide opportunities for low-intensity recreation and environmental education.

The District owns 26 preserves ranging from 55 to nearly 18,500 acres, 24 of which are open to the public free of charge, 365 days a year, from dawn until half an hour after sunset. Some district trails are closed seasonally or during and immediately following periods of bad weather to provide for safe use and to protect preserve resources. Open space preserves are generally kept in a natural condition in order to best protect the environment and wildlife habitat and are developed with only the amenities needed to provide low-intensity recreation. Improvements may include gravel or asphalt parking areas, restrooms, signed trails for hiking, bicycling, equestrian and dog use, and an occasional picnic table or bench.

In addition to preserve maintenance, MROSD is involved in resource management, which includes management of both natural and cultural resources. Natural resource management generally consists of protecting, restoring, enhancing, and monitoring native vegetation and wildlife, and monitoring and protecting the quality of geological and hydrological conditions. Cultural resource management consists of identifying and evaluating and protecting archeological sites, key historical structures, and cultural landscapes.

Service Area

MROSD reported that it did not have any unserved areas within its district boundary. While any resident from within or outside district boundaries can visit the District's open space preserves, there are preserves owned by the District which are not open to the public. These areas may be considered unserved; however, the District maintains these closed preserves in anticipation of future operations as open preserves.

MROSD provides services throughout the District and outside of its boundaries, specifically in the southern part of its SOI and to a small portion outside of its SOI in Santa Cruz County where MROSD owns and operates Sierra Azul Open Space Preserve. In addition, the District owns Loma Prieta Ranch located outside of its boundaries and SOI in Santa Cruz County between Sierra Azul Open Space Preserve in Santa Clara County and the Forest of Nisene Marks State Park in Santa Cruz County. The Ranch was added to the Sierra Azul Open Space Preserve.

Service to Other Agencies

MROSD has a contract with Santa Clara County to operate and maintain the County's Rancho San Antonio County Park. The contract was signed in July of 2000. For the period of July 1, 2014 through June 30, 2015, the County will pay the District \$313,507, of which \$50,000 is for support of Deer Hollow Farm.

Contracts for Services

MROSD contracts for services with several agencies. Due to the need for 24-hour response to all MROSD lands by rangers, firefighters, medical professionals, and armed law enforcement personnel, it is more cost effective for the District to contract for dispatch services. MROSD has been contracting with the City of Mountain View since 1993, and with Santa Clara County from 1974 to 1993 for provision of countywide radio dispatch services on the MROSD-owned radio frequencies. In addition, the District contracted with Santa Clara County for additional sheriff patrol services from 2008 to 2010 to assist with special enforcement issues at the Mt. Umunhum Area of the Sierra Azul Open Space Preserve.

Collaboration

MROSD collaborates and partners with several agencies in providing services. Additionally, the District is a member of several associations, which promote information sharing and continued tracking of current trends and practices. The District partners with the Bay Area Ridge Trail Council and San Francisco Bay Trail Project to complete missing portions of regional trails. MROSD also collaborates with Bay Area Critical Linkages Project administered by the Bay Area Open Space Council and partners with Santa Clara County Parks and Recreation department on the creation of the Parkland Acquisition Plan. MROSD reviews and comments on the Plan Bay Area regional planning project administered by Metropolitan Transportation Commission and Association of Bay Area Governments.

MROSD is a member of the California Joint Powers Insurance Authority (CalJPIA) through which it receives workers' compensation and liability insurance. Midpeninsula Regional Open Space District Financing Authority, which the District is a member of, provides financial assistance to MROSD to fund acquisition of land to preserve and use as open space. The District also participates in the Redwood City Successor Agency Oversight Board that oversees and administers the dissolution of the local redevelopment agency.

The District is also a member of multiple organizations and associations, including American Planning Association, American Society of Landscape Architects, Association of Bay Area Government, Association of Environmental Professionals (AEP), American Society of Safety Engineers (ASSE), Bay Area Open Space Council, Bay Area Ridge Trail Council, California City Clerks Association, California Association of Regional Park and Open Space Administrators (CARPOSA), California Invasive Plant Council, California Native Plant Society, Cal-ICMA (International City/County Management Association), CA Public Employee Labor Relations Association (CalPELRA), CA Special Districts Association (CSDA), International Erosion Control Association, International Institute of Municipal Clerks, Jasper Ridge Coordination Committee, Land Trust Alliance, Public Agency Risk Management Association (PARMA), PERS Public Agency Coalition, Northern California City Clerks Association, San Francisco Bay Joint Venture, San Mateo Fire Safe, Santa Clara

County Special Districts Association, Santa Clara County City Managers Association, Santa Clara County Fire Safe Council, Society of American Foresters, Society for Range Management, South Skyline Fire Safe, and The Wildlife Society.

Overlapping and Neighboring Service Providers

Since the District is an independent special district with the single purpose of preserving regional open space lands in a natural condition, the District's service fills a gap in the need for open space protection, passive recreation opportunities, and open space management services that other agencies do not have the capacity to provide. The only other entities in the District that provide similar services are Santa Clara and San Mateo Counties through their county park systems and the Santa Clara County Open Space Authority (OSA). Open space preserves managed by OSA are located within the OSA boundary area and do not overlap with the territory of MROSD. Some parks operated by the counties, which also offer open space recreation such as hiking and biking, are located within MROSD's boundaries. Those parks owned by Santa Clara County include Villa Montalvo, Sanborn County Park, Rancho San Antonio County Park (operated by MROSD under contract), Lexington Reservoir County Park, Los Gatos Creek Trail, Stevens Creek County Park, and Upper Stevens Creek County Park. The parks operated by San Mateo County include Fitzgerald Marine Reserve, Quarry Park, Edgewood Park, Huddart Park, Wunderlich Park, Memorial Park, Pescadero Creek Park, and Sam McDonald Park. However, unlike open space preserves operated by MROSD that offer low intensity, passive recreation and are generally kept in their natural condition, County parks often times contain more amenities and higher intensity uses such as group picnicking facilities, RV camping opportunities, sports fields, and landscaped areas.

Because resource management is offered as a part of its range of services provided, MROSD provides some similar services with Guadalupe Coyote Resource Conservation District (GCRCD), San Mateo Resource Conservation District (SMRCD) and Santa Clara Valley Water District (SCVWD), but the services offered by MROSD are limited to the preserves that they own. GCRCD and SMRCD have the goal of conserving resources, specifically related to watershed, floodplain, riparian corridor and land management, waterway protection and restoration, habitat preservation, erosion prevention, invasive species control, and scientific studies, education and information. SCVWD's stewardship responsibilities include creek restoration and wildlife habitat protection, pollution prevention efforts and a commitment to natural flood protection. MROSD provides similar natural resource management services in the form of creek restoration, grassland management, sudden oak death monitoring, pond enhancements, and wildlife inventories, but the breadth of these services is more comprehensive and is limited to MROSD lands.

ACCOUNTABILITY AND GOVERNANCE

MROSD is divided into seven geographic wards of approximately equal populations, each represented by an elected board member who serves a four-year term of office. The last contested election took place in 2008. Board members also participate in five committees—the action plan and budget committee, legislative, funding and public affairs committee, planning and natural resources committee, real property committee, and board appointee evaluation committee. The current member names, positions, and term expiration dates are shown in Figure 6-2.

Figure 6-2: MROSD Governing Body

Figure 6-2: MROSD Governing Body

Midpeninsula Regional Open Space District					
District Contact Information					
Contact:	Jennifer Woodworth, District Clerk				
Address:	330 Distel Circle, Los Altos, CA				
Telephone:	650-691-1200				
Fax:	650-691-0485				
Email:	mrادcliffe@openspace.org				
Website:	openspace.org				
Board of Directors					
Member Name	Position	Began Serving	Term Expires	Manner of Selection	Length of Term
Pete Siemens	Ward 1, Treasurer	1992	December 2014	Elected	4 years
Yoriko Kishimoto	Ward 2, Secretary	2010	December 2016	Elected	4 years
Jed Cyr	Ward 3, President	1996	December 2016	Elected	4 years
Curt Riffle	Ward 4	2006	December 2016	Elected	4 years
Nonette Hanko	Ward 5	1973	December 2014	Elected	4 years
Larry Hassett	Ward 6	2000	December 2014	Elected	4 years
Cecily Harris	Ward 7, Vice-President	2008	December 2016	Elected	4 years
Meetings					
Date/Time:	2 nd and 4 th Wednesday of each month at 7 pm.				
Location:	Board Room, 330 Distel Circle, Los Altos, CA 94022				
Agenda Distribution:	Posted online.				
Minutes Distribution:	Posted online after board approval.				

Board meetings take place on the second and fourth Wednesday of the month, at 7:00 pm. These Board meetings are held in the MROSD's administrative office in Los Altos and are open to the public. Offsite meetings regarding coast-side related items or items pertaining to the San Mateo County LAFCO Conditions of Approval for the Coastal Area Annexation are held as needed at public locations in the vicinity of Half Moon Bay. In accordance with California Public Resources Code §5536 and §2.30 of the Board's Rules and Procedures, each District Board member may receive compensation in an amount not to exceed \$100 per day for each attendance at a Board meeting and no Board member may receive more than \$500 compensation in any one calendar month, for a total maximum potential of \$6,000 per year each. Accordingly, with seven board members, the maximum a

Board could receive is \$42,000 per year for all seven members combined. Actual cumulative compensation in FY 13 was \$31,500.

Government Code §53235 requires that if a district provides compensation or reimbursement of expenses to its board members, the board members must receive two hours of training in ethics at least once every two years and the district must establish a written policy on reimbursements. The District has a written policy on reimbursements. The last time the board members received ethics training was in 2012. Additionally, the District is required to make available to the public a list of reimbursements over \$100 made to board members and employees over the last year.⁶¹ MROSD provided the list of reimbursements for FY 12.

The Board of Directors' meeting agendas and minutes are posted on the district website. If a resident wishes to have a hard copy of the agenda mailed to them prior to the meeting, that resident may request that service by calling the District's Clerk's office. This service costs \$25 annually.

The District conducts constituent outreach through disseminating informational updates, calendar items, and educational materials to constituents via hard copy and electronic methods. Specific examples include quarterly newsletters, periodic electronic communication (eblasts), press releases, brochures, and preserve sign boards. The District maintains a contact database, which hosts constituent contact information, providing an opportunity for individuals and groups to sign up for and receive specific district information that interests them. In addition, district staff and volunteers provide information to preserve visitors and other constituents at Bay Area outreach events. MROSD's website contains information on the District's services, Board of Directors, Board of Directors' meeting agendas and minutes, meeting schedule, budgets, district news, and projects and plans.

Constituents may submit complaints in person, by telephone, by letter and/or by email to the full Board or individual board members, as well as to district staff and the district Ombudsperson.⁶² All public complaints are addressed, and if addressed to the entire Board of Directors, are answered by formal Board-approved letters. Annual reports of complaints received by the district Ombudsperson and formal complaints regarding peace officers, that are logged yearly by the District's Operations Manager, are presented to the Board. The District, however, does not yet maintain a comprehensive database of complaints. In 2012 approximately two informal complaints related to preserve uses were received per month. There was no report submitted by the district Ombudsperson and no formal complaints against peace officers received for calendar year 2012. Depending on the subject, complaints could be handled by a supervisor, department manager, general manager or board member.

⁶¹ Government Code 53065.5

⁶² The Ombudsperson is an appointee of the Board of Directors who follows up on resident and neighbor inquiries or complaints to attempt and resolve misunderstandings or conflicts that have not been resolved satisfactorily by District staff. The Ombudsperson works independently and objectively to assist in maintaining positive relations with District residents and neighbors.

MROSD has adopted Rules of Procedure that provide a framework and direction for district governance and administration. Included in the Rules of Procedure, are policies on code of ethics and conduct, public records requests, and Brown Act requirements as related to the Board open and closed meetings.

The Political Reform Act (Government Code §81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (California Code of Regulations §18730) which contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. The District has adopted a conflict of interest code.

Government Code §87203 requires persons who hold office to disclose their investments, interests in real property and incomes by filing appropriate forms with the Fair Political Practices Commission each year. The District's conflict of interest code outlines that the district clerk maintain the original forms. As a courtesy MROSD reported that the District sends copies of its board members' Form 700s to San Mateo, Santa Clara and Santa Cruz counties; however, only San Mateo County reported that it had received the 2013 forms.

MANAGEMENT AND STAFFING

Headed by the General Manager, the District's staff consists of 104 full-time and 18 part-time employees in six departments, which include administration, natural resources, real property, public affairs, planning, and operations. A majority of district staff is in operations. The District reported that overall it had 111 full time equivalents (FTEs) and 120 FTEs taking into account all the temporary employees.

MROSD is currently divided into two geographical areas staffed out of two primary field offices, one located at Rancho San Antonio Open Space Preserve and another on Skyline Boulevard at Skyline Ridge Open Space Preserve, with a field outpost, located off Hicks Road in Los Gatos. The District administrative staff members are located at the administrative office on Distel Circle, off El Camino Real in Los Altos and include professionals in accounting, environmental analysis, human resources, law, open space planning, resource management, real property, and public affairs (including volunteer and docent programs). Approximately 25 permanent staff at each field office (the field outpost is staffed out of the Rancho San Antonio Open Space Preserve primary field office) provide patrol, maintenance, and visitor services. Rangers are primarily responsible for the day-to-day patrol and visitor contact on MROSD's preserves. All rangers have law enforcement capability focused primarily on resource protection and are trained in fire suppression, defensive tactics, and emergency medical response, which they use to supplement and assist the State, County and local jurisdictional agencies that have primary responsibility for MROSD lands. The field staff includes permanent and seasonal open space technicians, as well as equipment mechanic operators, all of whom are responsible for building and maintaining the system of trails, and for performing resource management activities within the preserves. A number of these staff who choose to volunteer, are also trained in fire suppression and emergency medical response. In addition, there are over 500 volunteers who assist the District each year.

MROSD performs regular employee evaluations twice a year. The District tracks the workload of its employees by department and does semi-annual action plan review. MROSD is currently transitioning to the process of recording detailed information about hours spent on overall department tasks. The new system will help MROSD to understand in greater detail how resources are allocated to meet public needs.

MROSD also conducts reviews of the District's overall performance. The District has a budget and an action plan, which lay out the schedule and funding for high priority projects for the year. MROSD further conducts a mid-year review and makes adjustments as needed. At the end of the year, management reviews how actual expenditures match the planned numbers and goals. In addition, the District's controller has a 30-year financial model that projects growth and tracks expenditures, actual growth, operations, and capital.

The District's mission is to acquire and preserve a regional greenbelt of open space land in perpetuity, protect and restore the natural environment, and provide opportunities for ecologically sensitive public enjoyment and education. In 1999, the Board of Directors developed a basic policy to guide the agency and provide information to the public about the mission, purpose, strategic direction, and major elements of District's operations. The District adopted a capital improvement plan (CIP) with the planning horizon of three years, which is updated annually. MROSD reported that in FY 15 the CIP planning horizon would be increased to five years. Other documents used by the District to guide its efforts include the annually adopted budget, the annually audited financial statement, regional open space study, master plan, strategic plan, and various project plans.

Government Code §53901 states that within 60 days after the beginning of the fiscal year each local agency must submit its budget to the county auditor. These budgets are to be filed and made available on request by the public at the county auditor's office. The County has reported that in recent years, it has not been the practice for special districts to file their budgets with the County. MROSD has not yet submitted its budget to the County for FY 14.

Special districts must submit a report to the State Controller of all financial transactions of the district during the preceding fiscal year within 90 days after the close of each fiscal year, in the form required by the State Controller, pursuant to Government Code §53891. If filed in electronic format, the report must be submitted within 110 days after the end of the fiscal year. The District has complied with this requirement.

All special districts are required to submit annual audits to the County within 12 months of the completion of the fiscal year, unless the Board of Supervisors has approved a biennial or five-year schedule.⁶³ In the case of MROSD, the District must submit audits annually. MROSD has submitted its audit to the County for FY 12.

⁶³ Government Code §26909.

POPULATION AND PROJECTED GROWTH

Land Uses

The territory within the District's bounds is composed of well-established communities that are nearly built out, including the cities of Atherton, Cupertino, East Palo Alto, Half Moon Bay, Los Altos, Los Altos Hills, Los Gatos, Menlo Park, Monte Sereno, Mountain View, Palo Alto, Portola Valley, Redwood City, San Carlos, Saratoga, Sunnyvale, and Woodside. The District's boundary area and SOI also contain undeveloped and unincorporated areas, which include open space and agricultural lands.

Current Population

Based on MROSD's estimate of 2010 Census data, the District's population was approximately 705,528.

Disadvantaged Unincorporated Communities

LAFCO is required to evaluate disadvantaged unincorporated communities as part of this service review, including the location and characteristics of any such communities. A disadvantaged unincorporated community is defined as any area with 12 or more registered voters, or as determined by commission policy, where the median household income is less than 80 percent of the statewide annual median.⁶⁴

The California Department of Water Resources (DWR) has developed a mapping tool to assist in determining which communities meet the disadvantaged communities median household income definition.⁶⁵ DWR did not identify any disadvantaged communities within Santa Clara County.⁶⁶

However, DWR is not bound by the same law as LAFCO to define communities with a minimum threshold of 12 or more registered voters. Because income information is not available for this level of analysis, disadvantaged unincorporated communities that meet LAFCO's definition cannot be identified at this time.

Projected Growth

Based on data provided by ABAG as part of its Plan Bay Area project, the District reported that the increasing number of high-tech jobs has played a role in increasing the population of the Bay Area, which in turn increases the service demand for open space areas. The District does not anticipate any new housing developments on district-owned

⁶⁴ Government Code §56033.5.

⁶⁵ Based on census data, the median household income in the State of California in 2010 was \$57,708, 80 percent of which is \$46,166.

⁶⁶ DWR maps and GIS files are derived from the US Census Bureau's American Community Survey (ACS) and are compiled for the five-year period 2006-2010.

and managed land. Projected population growth throughout MROSD's boundary will result in a fast growing demand for open space services.

MROSD is currently undergoing a two-year long Vision Plan process that includes extensive public outreach and input. The Vision Plan will help inform and guide how and where the District prioritizes its projects, land management and nature recreation facilities development over the next 40 years and focusing on the next 10 to 15 years.

Moderate population growth is anticipated within the District's bounds based on the Association of Bay Area Government's (ABAG) projections for Santa Clara County. ABAG projects that the City of Atherton will experience three percent growth over the 25-year period from 2010 to 2035.⁶⁷ The City of Cupertino is anticipated to experience four percent growth, East Palo Alto 32 percent, Half Moon Bay seven percent, Los Altos seven percent, Los Altos Hills three percent, Los Gatos two percent, Menlo Park 21 percent, Monte Sereno six percent, Mountain View 26 percent, Palo Alto 36 percent, Portola Valley zero percent, Redwood City 26 percent, San Carlos 17 percent, Saratoga zero percent, Sunnyvale 21 percent, and Woodside zero percent over the same period. Unincorporated areas of Santa Clara County are anticipated to have 19 percent growth over the same period, and in San Mateo County nine percent.⁶⁸ Based on these growth projections, the average estimated growth for MROSD between 2010 and 2035 is 12 percent; it is anticipated that the District's population will be 790,192 by 2035.

FINANCING

Financial Adequacy

The District reports that current revenues are adequate to maintain the existing level of service, but growth in the District's operating expenses continues to outpace revenue growth. Without a new funding source, the ability of the District to purchase land will be severely constrained by 2017. However, the District will be able to sustain slow, but steady operational growth into the foreseeable future, as long as the property tax base formula is not diverted or diminished.

Like most other non-enterprise districts reliant upon property tax revenue, MROSD has faced financing challenges in the last few years. District revenues remained largely flat for several years and have only recently begun to increase again. In order to reduce costs, the District implemented certain measures including freezing salaries for 15 months (no cost-of-living adjustments), decreasing the employer paid member contribution (EPMC) to the District's pension plan (CalPERS), increasing employee cost share of some benefit premiums, and implementing a hiring freeze.

The District has also been working on reducing costs and increasing its operational efficiency. Such measures included converting certain operations to digital, creating a new

⁶⁷ ABAG, Projections 2009, 2009.

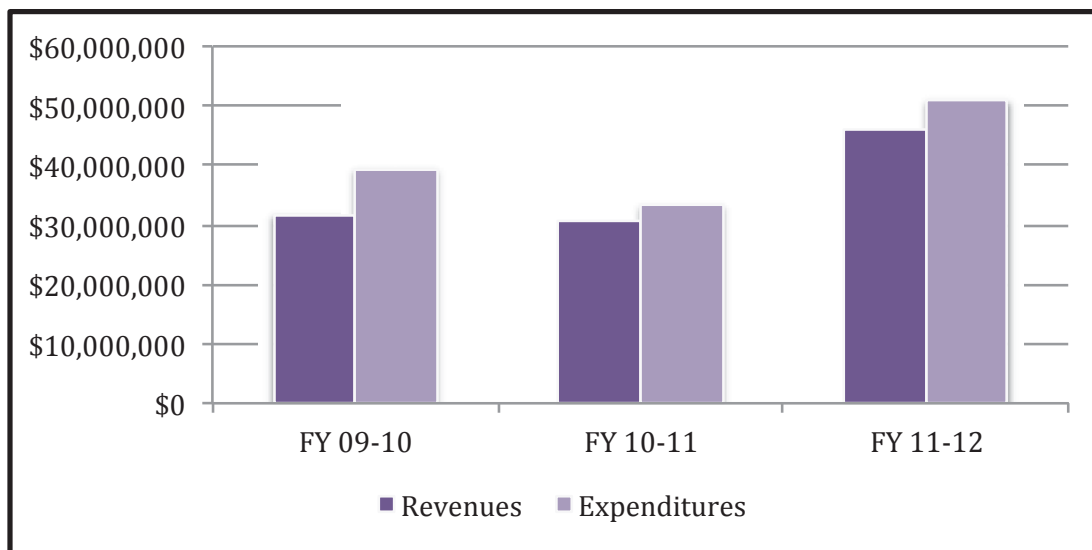
⁶⁸ Since the portion of the District in Santa Cruz County is very small its population growth are not expected to significantly affect MROSD's population projections.

district clerk position, connecting the budget and action plan and reviewing results with the Board, and creating administrative policies and procedures to increase efficiency and reduce costs. MROSD also started vision and strategic planning, engaged a large number of volunteers, and continued to apply for multiple grants. In addition, the District implemented a new radio system that now allows staff to communicate throughout the District. The cost containment strategies implemented by the District to further decrease costs included researching and purchasing alternative energy systems such as hybrid, electric and photo voltaic when efficient and using and expanding paperless methods.

MROSD is also exploring new revenue sources, such as a parcel tax, general obligation bonds, fees for services, and new contracts for services, such as the one the District has with Santa Clara County.

Over the past three fiscal years⁶⁹ (FYs 09-10 to 11-12), district expenditures have exceeded revenues in each year as shown in Figure 6-3.

Figure 6-3: MROSD Revenues and Expenditures, FYs 09-10 through 11-12



Source: Audited Financial Statements for FY 09-10 through FY 11-12

Revenue Sources

The District's revenue largely comes from property taxes and grants. In FY 11-12, the District received almost 65 percent of its tax revenue from Santa Clara County and close to 35 from San Mateo County. Tax revenue increased by 5.4 percent in FY 11-12 compared to a decline of 1.3 percent in FY 10-11.

In FY 11-12, the District received \$46 million in revenue, as depicted in Figure 6-4. The District's revenue sources were property tax, grant income, investment income, property management, land donation, and other income.

⁶⁹ MROSD's fiscal year is April 1st through March 31st.

In FY 11-12, MROSD received gifts of land totaling \$13.9 million, including the Hawthorns property in Portola Valley, appraised at \$10.9 million and \$3 million from the Peninsula Open Space Trust (POST). Grant income was mostly tied to acquisitions of specific parcels of land. The District received a total of \$1 million of land acquisition grants in FY 11-12, \$500,000 each from the California Coastal Conservancy and the Habitat Conservation Fund.

MROSD leases certain land and structures to others under operating leases, with terms generally on a month-to-month basis. Rental income was about \$1 million in FY 12.

Figure 6-4: MROSD Revenues, FY 11-12

Type of Revenue	Amount of Revenue	% of Total
Property Tax	\$ 28,737,153	62%
Grant Income	\$ 1,452,738	3%
Investment Income	\$ 374,544	1%
Property Management	\$ 1,319,580	3%
Other Income	\$ 240,203	1%
Land Donation	\$ 13,927,600	30%
TOTAL	\$ 46,051,818	100.0%

Source: Audited Financial Statements, FY 11-12.

Rates

The District does not charge any fees for the use of its preserves, nor does it collect any assessment taxes from its residents.

Expenditures

In FY 11-12, the District's total expenditures amounted to \$51 million, as depicted in Figure 6-5. Expenses are divided into three categories which consisted of current expenses (salaries, benefits, directors, and services and supplies), capital outlay (new land purchases, land acquisition support costs, structures and improvements, equipment, and vehicles) and debt service (principal and interest and fiscal charges).

Figure 6-5: MROSD Expenditures, FY 11-12

Type of Expenditure	Amount	% of Total
Salaries	\$ 7,911,094	16%
Benefits	\$ 3,238,516	6%
Directors	\$ 28,900	0.05%
Services and supplies	\$ 2,817,329	5.5%
New land purchases	\$ 23,996,584	47%
Land acquisition and support	\$ 197,646	0.4%
Structures and improvement	\$ 1,397,807	3%
Equipment	\$ 1,387,533	3%
Vehicles	\$ 210,423	0.4%
Debt principal	\$ 4,456,684	9%
Debt interest and fiscal charges	\$ 5,355,160	10%
TOTAL	\$ 50,997,676	100.0%

Source: Audited Financial Statements, FY 11-12.

Capital Outlays

MROSD plans its capital improvements in a three-year capital improvement plan which is reviewed every year as a part of the Action Plan review process. MROSD has budgeted \$5.5 million for capital expenditures in FY 12-13.

About 21 percent of the unrestricted balance is projected to be used for land acquisition in FY 12-13, as the approved budget for FY 12-13 forecasts land purchases totaling \$12.1 million.

In FY 11-12, MROSD added \$24 million of land and associated structures. The largest acquisition, the \$10.9 million Hawthorns property in Portola Valley, was a gift from the owner. Accompanying this gift was a \$2 million endowment to manage the property. The second largest acquisition, the \$3.6 million Madonna Creek Ranch, was funded by a \$3 million gift from the Peninsula Open Space Trust and a \$500,000 grant from the Habitat Conservation Fund. The District completed two other large acquisitions from POST in FY 11-12—the \$3.6 million October Farm property and \$3.1 million addition to the Russian Ridge Open Space Preserve. The District received a \$500,000 grant from the Coastal Conservancy to partially fund the latter purchase. Net of grants and gifts, the District used \$9.1 million of cash for land purchases in FY 11-12, up slightly from \$8.8 million in FY 10-11. The District added \$10 million and \$17.5 million of land and associated structures in FYs 10-11 and 09-10, respectively.

The large capital spending increase in FY 11-12 was due to completing the long-planned radio system upgrade, and the delay and deferral of several capital improvement projects.

In FY 12, the District added \$24 million of land, representing 91 percent of the total increase of capital assets, and has committed \$4.8 million of its fund balance for various uncompleted capital projects.

Reserves

The District reported that it had a goal of keeping a minimum of about \$5 million as its undesignated fund balance. At the end of FY 12, the District had an unrestricted fund balance of \$42.7 million. About 21 percent of the unrestricted balance will be used for land acquisition in FY 13. Another \$2 million of the unrestricted balance is an endowment to provide stewardship to the new Hawthorns property.

MROSD also has a Debt Service Fund, which is a reserve fund required by the terms of the District's 2004 Revenue Bonds. The fund, which contains \$1.6 million, is held by the bond trustee and will be used to make the final debt service payment.

Debt

The District's total debt service in FY 12 was \$9.81 million, consisting of \$5.36 million of principal and \$4.46 million of interest.

At the end of FY 12, the District's long-term debt included \$2.5 million of subordinated notes issued to sellers in district land purchase transactions, \$102.7 million of MROSD Authority revenue bonds sold to the public in 2004, 2007 and 2011, \$19 million of district

refunding promissory notes sold to the public in 2005 and 2012, and \$16.4 million of accrued interest, unamortized premium and unamortized lost on refunding.

As shown in Figure 6-6, the District's long-term debt is represented by five promissory notes and four revenue bonds.

Figure 6-6: MROSD Long-Term Debt

Liability	Balance FY 12
Promissory Notes	
Hunt Living Trust Promissory Note	\$1,500,000
Daloia Land Purchase Contract Promissory Note	\$117,846
2005 Refunding Promissory Note	\$3,165,000
2010 Bergman Note	\$850,000
2012 Refunding Promissory Notes	\$15,790,000
Revenue Bonds	
1999 Lease Revenue Bonds ⁷⁰	\$0
2004 Revenue Bonds	\$31,446,515
2007 Series A Revenue Refunding Bonds and Series B-T Taxable Revenue Refunding Bonds	\$52,820,000
2011 Revenue Bonds	\$20,500,000

Source: Audited Financial Statements, FY 12

In FY 12, the District went to the State Legislature and applied for an expansion of its promissory note term from 20 years to 30 years. The Legislature approved the petition and refinanced the District's debt, which freed up a significant portion of MROSD's funds for operations.

INFRASTRUCTURE AND FACILITIES

As shown in Figure 6-7, MROSD's infrastructure consists of 26 open space preserves and 220 miles of trails ranging from easy to challenging terrain.

MROSD has two primary field office/shop facilities, at Rancho San Antonio Open Space Preserve and Skyline Ridge Open Space Preserve, to serve the Foothills and Skyline areas, respectively. MROSD has a nature center as well as an interpretative farm/working homestead, both open to the general public. There are five historic structures and other potentially historic structures on MROSD properties. There are three existing wildlife observation platforms, which are structures meant to facilitate viewing wildlife and the landscape, while limiting or directing public access to the site. The District has one hike-in camp, which offers four primitive campsites not accessible by vehicle where camp stoves are allowed but not open fire. The camp also offers a pit toilet and water for washing. There are about 31 existing parking areas, including 14 that are formally-developed public parking lots providing access to preserves, including restrooms, trailhead signs and maps.

⁷⁰ Advance refunded by the 2012 promissory notes.

As reported by the District, the condition of MROSD's facilities, including the preserves, range from excellent, to good, to fair, based on historical use practices of the lands the District has acquired, and the ability of MROSD to rank in order of critical need the priorities to fund and implement proper resource management improvements and practices.

Figure 6-7: MROSD Opens Space Preserves

Facility	Location	Acreage	Amenities
Bear Creek Redwoods	Santa Clara, Santa Cruz	1,432	10.3 miles of trails. Public access for hiking and horseback riding in designated areas is available by permit only.
Coal Creek	San Mateo, Santa Clara	508	5.4 miles of trails, including a historic trail. The preserve's 5 miles of trails provide important trail connections between Skyline Blvd and Alpine Road for hikers, bicyclists and equestrians.
El Corte de Madera Creek	San Mateo	2,817	36 miles of multiuse trail are available for exploration at this 2,817-acre preserve. While this preserve is popular with bicyclists, it also has lots of hiking and horseback riding opportunities.
El Sereno	Santa Clara	1,415	The preserve's 7.4 miles wide, gradual trails are open to hikers, bicyclists and equestrians. A 3-mile trek along the ridge offers visitors panoramic views of Lexington Reservoir, Sierra Azul and St. Joseph's Hill Open Space Preserves, and the South Bay.
Foothills	Santa Clara	212	A grassy ridgetop surrounded by steep chaparral-covered slopes, with oak-madrone woodland in the ravines and on the north-facing slopes. A 0.4 mile trail leads from Page Mill road to a grassy knoll, offering a view of the South Bay.
Fremont Older	Santa Clara	739	This preserve offers a variety of experiences to hikers, bicyclists and equestrians: open hayfields, Seven Springs Canyon and Hunters Point, a 900-foot hilltop offering views of the Santa Clara Valley. There are 14.7 miles of trails.
La Honda Creek	San Mateo	5,759	A special permit is required to access this preserve. Open to equestrians and hikers. There are 3.7 miles of trails.
Long Ridge	San Mateo, Santa Cruz	2,035	Open to hikers, cyclists and equestrians. The Bay Area Ridge Trail runs through the preserve, connecting Long Ridge with Skyline Ridge Open Space Preserve. This portion of the Ridge Trail is one of the longest continuous segments (13 miles) extending from Sanborn-Skyline County Park to the northern boundary of Russian Ridge Open Space Preserve.
Los Trancos	San Mateo, Santa Clara	274	Rolling grassland knolls alternating with oak woodland and shaded forest. Located in the Santa Cruz Mountains above Palo Alto this is considered a spot to learn about earthquake geology. There is a 1.5 mile self-guided tour of the San Andreas Fault Trail. There are 5.2 miles of trails.
Miramontes Ridge	San Mateo	1,152	In July 2010, the name of Mills Creek Open Space Preserve was changed to Miramontes Ridge Open Space Preserve because the ridge, which climbs eastward from the edge of Half Moon Bay to Skyline Boulevard, is locally known as Miramontes Ridge, and the new name better acknowledges the land's historic heritage. Public access is currently limited pending trail planning and development.
Monte Bello	Santa Clara, San Mateo	3,277	Approximately 15.5 miles of trails are available to explore. The 3,177-acre preserve is one of the District's richest in wildlife and ecosystem diversity. The preserve encompasses the upper Stevens Creek watershed from Monte Bello Ridge to Skyline Ridge.
Picchetti Ranch	Santa Clara	308	Winery built in the late 1890s and operated for many years under the Picchetti Brothers label. The District purchased the winery, homestead, and surrounding property in 1976. There are 3.7 miles of trails.
Pulgas Ridge	San Mateo	366	An easy-access "connector" trail links the preserve's parking area with the 0.8-mile Cordilleras Trail, which is designated to accommodate wheelchairs, strollers, or visitors desiring a less strenuous open space experience. There are six miles of trails.
Purissima Creek Redwoods	San Mateo	4,412	24 miles of developed trails and historical logging roads provide opportunities for easy walks or long, strenuous hikes or rides.

Figure 6-7: MROSD Opens Space Preserves Continued

Facility	Location	Acreage	Amenities
Rancho San Antonio	Santa Clara	3,988	This preserve, combined with the adjoining 165-acre county park offers diverse environments, cultural history and variety of activities. The most popular activities are jogging and hiking. Stretching bars are available at the restroom parking area and equestrian staging area. The park provides hiking, bicycling and equestrian trails, which connect with additional trails within the open space preserve. There are 24.2 miles of trails.
Ravenswood	San Mateo	376	Comprised of 2 noncontiguous areas located south of the Dumbarton Bridge and adjacent to San Francisco Bay. The marsh attracts a variety of migrating birds, including sandpipers, dowitchers, and avocets. Great blue herons, white pelicans and egrets are also common. There are bicycle and pedestrian trails (1.3 miles) along the levee surrounding the marsh, a 12-car parking lot and 2 observation decks. The trails and observation decks are wheelchair-accessible.
Russian Ridge	San Mateo, Santa Clara	3,137	10.4 miles of trails are available at Russian Ridge. The Bay Area Ridge Trail continues north from Skyline Ridge Open Space Preserve along the ridge to Rapley Ranch Road, providing views of both the Pacific Ocean and the San Francisco Bay.
St. Joseph's Hill	Santa Clara	270	St. Joseph's Hill offers challenging trails for hikers, bicyclists and equestrians. There are 4.2 miles of trails.
Saratoga Gap	Santa Clara, Santa Cruz	1,542	1.2-mile multiuse Saratoga Gap Trail provides opportunities for bikers, cyclists and equestrians
Sierra Azul	Santa Clara, Santa Cruz	18,446	Serpentine grasslands, hard, rocky and steep chaparral, dense stands of bay trees and shaded forests. There are also deep ravines and riparian corridors some containing seasonal or year-round water flow. There are 24.4 miles of trails.
Skyline Ridge	San Mateo, Santa Clara	2,143	Offers 10.9 miles of trail for exploration. Two 1-mile trails are accessible to wheelchairs and baby strollers: one encircling Alpine Pond and another hugging the shores of Horseshoe Lake. Several picnic tables overlook Horseshoe Lake. Views of the Lambert Creek watershed, Butano Ridge and Portola State Park.
Stevens Creek Shoreline Nature Study Area	Santa Clara	55	Offers a 0.5 mile trail where one may see pied-billed grebes, great blue herons, coots and shovellers. There are clapper rails and salt marsh harvest mice, two endangered species that depend on this habitat to survive.
Teague Hill	San Mateo	626	Private property and California Water Service Company property make it difficult to visit the majority of Teague Hill. Currently, there is only one designated trail that touches Teague Hill Preserve, and there are no plans in the near future to create additional designated trails.
Thornewood	San Mateo	167	Thornewood is a 167-acre preserve offering nice, easy hikes or horseback rides through beautiful surroundings. The preserve's ¾-mile Schilling Lake Trail gradually winds through sunlit canopies of big-leaf maples and moss-covered oaks and ends under the shade of the giant redwoods that surround the lake. There are 1.5 miles of trails.
Tunitas Creek			Closed to public.
Windy Hill	San Mateo	1,335	Variety of habitats along the preserve's 12.2 miles of trails. Hikers and equestrians use the Hamms Gulch, Eagle, Razorback Ridge, and Lost Trails to make an 8-mile loop through ridges to the valley floor and back. The Anniversary Trail provides a short hike to Windy Hill, with views of the bay and surrounding valley. Popular with cyclists are Spring Ridge Trail which descends from Skyline Blvd and continues along a grassy ridge to Portola Valley. Hang gliding, paragliding and remote control gliding are allowed by obtaining a special permit.
Total		56,791 acres	

Infrastructure Needs

The District's Action Plan outlines planned projects and describes their purpose, scope, schedule, budget, district departments involved and impacted, and board committees responsible for review. Planned projects are divided into district-wide key projects and projects related to various programs (including greenbelt preservation, property right stewardship, revenue generation, public safety, law enforcement and fire protection, agricultural land stewardship, public recreation and access, long range planning, geographic and information systems services, public recreation access, environmental restoration and remediation, cultural resource stewardship, staff facility infrastructure, resource management, administrative support, public information, media and outreach, legislative, community involvement and education, human resources, district clerk services, financial management, and legal and risk management). Projects are scheduled to be completed between FYs 13-14 and 16-17 and are estimated to cost about \$15.3 million, excluding the projects for which the cost is yet to be determined.

Some of the current key projects include:

- ❖ **Mindego Gateway Project** - In partnership with Peninsula Open Space Trust (POST), the District is proposing to construct a new parking lot/staging area and two new connector trails in the Mindego Area of Russian Ridge Open Space Preserve. POST will also construct a commemorative site adjacent to the staging area to honor the conservation achievements of its former president Audrey Rust. These new public-access facilities collectively form the proposed Mindego Gateway Project.
- ❖ **El Corte de Madera Creek Watershed Protection Program** - After a 1.5-year permitting process involving six federal, state, and local agencies, the District is preparing to begin construction on the remaining moderate- and high-priority Watershed Protection Program work for the El Corte de Madera Creek Open Space Preserve. Work is scheduled to occur at multiple sites over the next three years. Implementation of these Watershed Protection Plan and other trail upgrades and drainage improvements is designed to prevent sediment delivery to Lawrence and El Corte de Madera Creeks in order to improve water quality for downstream fish species, improve overall watershed health, and improve the trail experience for preserve visitors.
- ❖ **Cooley Landing** - Following the completion of Phase I, Cooley Landing Park opened in October 2012. Phase I design and construction included site remediation, trail access, road improvements, some parking, benches, and a picnic area. MROSD is partnering with the City of East Palo Alto on this park, as it encompasses a portion of the Ravenswood Open Space Preserve. East Palo Alto's new Nature Education Center building will be designed and completed over the next year and a half.
- ❖ **La Honda Creek Master Plan**- The District has completed a 30-year use and management master plan for this Preserve that aims to balance the preservation of viable agriculture, cultural history, and the natural environment with public education and low-intensity recreation.

- ❖ **Sierra Azul and Bear Creek Master Plan** - In response to high public interest and the successful procurement of outside funding to clean the Mt. Umunhum summit with the goal of opening this mountain peak to public use, the District has shifted staff resources to focus on the planning process for this particular site. The master planning process aims to provide the public with greater opportunities for recreation access, interpretation, and education, while protecting the natural, cultural, and historic resources of the landscape. The District is developing a long-term vision for these public lands and addressing opportunities for access and regional trail connectivity, species and habitat protection, safety concerns, and maintenance issues, among others. Sierra Azul Open Space Preserve is partially located outside of the District's boundaries and a small portion extends outside its SOI into Santa Cruz County.

Shared Facilities

The District works to form a continuous greenbelt of permanently preserved open space by linking its lands with other public parklands. The District also participates in cooperative efforts, such as the Bay Trail, Bay Area Ridge Trail, and Skyline-to-the-Sea Trail, which are regional trail systems in the Bay Area that include District lands.

MROSD manages Rancho San Antonio County Park as a result of an Operations and Management Agreement with the Santa Clara County Parks and Recreation Department. The District is also working in partnership with the City of East Palo Alto on the formation of Cooley Landing Park which is partially located in Ravenswood Open Space Preserve. Deer Hollow Farm is a working homestead and educational center in Rancho San Antonio Open Space Preserve. It is owned by MROSD but operated by the City of Mountain View Recreation Department with staff assistance from MROSD, a grant from Santa Clara County, and support from the Friends of Deer Hollow Farm.

DEMAND FOR SERVICES

The four major factors influencing service demand for MROSD are population growth, the range of open space opportunities and amenities offered by the District, distance to population centers, and constituent outreach. The wider the range of recreational opportunities, the greater the chance that a resident will find a preferred option, therefore potentially more people would be using services offered by a District. Similarly, the more constituents are aware of the recreational opportunities the more likely a greater number of people will be making use of the District's facilities.

As reported by MROSD, its demand for services has been continuously increasing as people are moving into the Bay Area urban centers for high-tech jobs, and more people are aware of the District's open space opportunities, due to MROSD's extensive constituent outreach efforts. In addition, the District is constantly improving and adding amenities and trails to its preserves. MROSD conducted visitor count surveys from 2007 through 2010 by preserve, results of which confirmed the presumption of increased demand.

SERVICE ADEQUACY

This section reviews indicators of service adequacy, including open space acreage per 1,000 residents, condition of open space preserves and amenities, operating expenditures per acre of land maintained, acres of land maintained per FTE, number and variety of open space opportunities offered, and challenges to adequate service provision.

The amount of open space acreage available to district residents is one determinant of service adequacy. There are several standards for the amount of open space acreage needed, ranging from three to 10.25 acres of developed parks per 1,000 residents. The National Recreation and Park Association (NRPA) recommends that a municipal park system be composed of at least 6.25 to 10.5 acres of developed open space per 1,000 residents. While this standard is directed at municipal park systems, which implies developed open space, the standard is applicable to open space providers as well, including MROSD. MROSD operates over 46,805 acres of open space preserves. Total acreage per 1,000 residents for the open space system in MROSD is 66.3, which greatly exceeds the above mentioned service standards.⁷¹

The condition of the District's facilities, including preserves and trails were reported to range from excellent and good to fair, as was previously indicated in the *Infrastructure and Facilities* section.

In FY 11-12, MROSD spent about \$253 in operating expenditures per acre of parkland currently open to the public. The NRPA Special Report indicates that during the same period, among the agencies throughout the country that operated more than 3,500 acres and responded to the NRPA survey in 2012, the median agency spent about \$3,579 per acre in operating expenses. It should be noted that some agencies surveyed by NRPA had more amenities than MROSD, therefore they had to spend more funds on the operation and maintenance of these additional facilities when calculated per acre.

Also in FY 11-12, the median agency throughout the country, that operated more than 3,500 acres and responded to the NRPA survey, maintained 95.3 acres per FTE. To compare, MROSD in FY 12-13, managed 501 acres of land open to the public per FTE (excluding temporary employees). Similar to the previous indicator, fewer FTEs are required to operate and maintain parkland with fewer amenities and recreational programs. As reported by the District, MROSD faces costly land management issues that differ significantly from municipal park systems, such as extensive trail and patrol road maintenance in rough terrain, wildland fire management, invasive weed abatement, forest management, stream and habitat restoration, and bridge and culvert repair and replacement in remote areas. MROSD has a backlog of significant land management issues, but does not have adequate resources to address them. The current number of district staff does not necessarily reflect the number of personnel the District needs to better manage the land.

⁷¹ Used for this indicator are the preserves currently open for public use, which includes 46,805 acres. The District's total land ownership is 59,000 acres.

MROSD makes a large number of open space opportunities available to the public, including 24 large-scale open space preserves. The District also offers a number of activities, including biking, equestrian activities, bird and animal watching, educational opportunities, exercising, and picnicking. The number and diversity of activities and facilities offered appear to be adequate. MROSD recently started conducting polling to find out what the public thinks of its services and what some of the additional needs may be. Early polling results have shown that MROSD is meeting public expectations.

MROSD identified several challenges to adequate service provision in its open space preserves. The major challenge revolves around long-term and ongoing land management, which can include, among many responsibilities, trail and patrol road maintenance, invasive weed management, streambed erosion or sedimentation, bridge or culvert failures, and compliance with rules and regulations. There is a need for additional funding and staff resources to manage the increasing acreage of land managed by the District. MROSD also reported that regulatory requirements could cause project delays, including CEQA requirements for MROSD that are similar to those of land developers and that create a higher work volume and require more resources.

GOVERNANCE STRUCTURE OPTIONS

During the course of this service review, one governance structure option was identified in regard to MROSD—annexation of the remainder of the Sierra Open Space Preserve. Currently, the District provides services outside of its boundary, but within its SOI in the Sierra Azul Open Space Preserve, which is presently bisected by MROSD's bounds. It is recommended that MROSD annex the portion of the Sierra Azul Open Space Preserve located outside of the District's bounds and within its sphere of influence to align the boundary with the SOI, as the District has initiated capital planning efforts within that portion of the preserve in the form of trails and amenities, is conducting regular maintenance, and offers park ranger services to the area.

The District also expressed the desire to annex the Loma Prieta Ranch, which is a part of Sierra Azul Open Space Preserve, and to annex the southern portion of the Bear Creek Redwoods Open Space Preserve. Both territories are owned by MROSD, are located in Santa Cruz County, and are parts of preserves owned and maintained by the District. Although the District currently provides services in the Loma Prieta Ranch and the southern portion of Bear Creek Redwood Open Space Preserve as part of its general services in these preserves, since neither of the territories are currently in the District's SOI their annexation to MROSD is premature. It is recommended that once MROSD chooses to pursue annexation of the two areas discussed here, the District should apply to Santa Clara LAFCO for annexation and a related SOI update. At which time, Santa Clara LAFCO will process the annexation and SOI update according to adopted policies, ensuring proper coordination with Santa Cruz LAFCO.

MIDPENINSULA REGIONAL OPEN SPACE DISTRICT SERVICE REVIEW DETERMINATIONS

Growth and Population Projections

- ❖ As of 2010, Midpeninsula Regional Open Space District (MROSD) had approximately 705,528 residents, based on 2010 Census data.
- ❖ Based on growth projections founded on Association of Bay Area Governments (ABAG) for the area, the average estimated growth for MROSD between 2010 and 2035 is 12 percent; it is anticipated that the District's population will be 790,192 by 2035.

Location and Characteristics of any Disadvantaged Unincorporated Communities Within or Contiguous to the Sphere of Influence

- ❖ There are no disadvantaged unincorporated communities within or adjacent to the District's service area based upon mapping information provided by the State of California Department of Water Resources. However, given the large size of the defined community in the census data used, it cannot be discounted that a smaller community that meets the required income definition and has 12 or more registered voters may exist within or adjacent to the District.

Present and Planned Capacity of Public Facilities and Adequacy of Public Services, Including Infrastructure Needs and Deficiencies

- ❖ The four major factors influencing service demand for MROSD are population growth, the range of open space opportunities and amenities offered by the District, distance to population centers, and constituent outreach.
- ❖ As reported by MROSD, its demand for services has been continuously increasing as people are moving into the Bay Area urban centers for high-tech jobs, and more people are aware of the District's open space opportunities, due to MROSD's extensive constituent outreach efforts. In addition, the District is constantly improving and adding amenities and trails to its preserves.
- ❖ MROSD conducted visitor count surveys from 2007 through 2010 by preserve, the results of which confirmed the presumption of increased demand.
- ❖ MROSD has not yet submitted its budget to the County for FY 14. The District has submitted its audit to Santa Clara County for FY 11-12.
- ❖ The District adopted a capital improvement plan (CIP), with a planning horizon of three years, which is updated annually. Projects scheduled to be completed between FYs 13-14 and 16-17 are estimated to cost about \$15.3 million, excluding the projects for which the cost is yet to be determined.

- ❖ Based on open space acreage per 1,000 residents, condition of open space preserves and amenities, operating expenditures per acre of land maintained, acres of land maintained per FTE, number and variety of open space opportunities offered, and challenges to adequate service provision, the District's provision of services appears to be adequate.

Financial Ability of Agency to Provide Services

- ❖ The District reports that current revenues are adequate to maintain the existing level of service, but growth in the District's operating expenses continues to outpace revenue growth. MROSD is in need of new funding sources.
- ❖ Potential new revenue sources include a parcel tax, general obligation bonds, fees for services, and new contracts for services.
- ❖ Over the past three fiscal years (FYs 09-10 to 11-12), district expenditures have exceeded revenues in each year.
- ❖ The District's revenue largely comes from property taxes and grants. In FY 11-12, the District received 65 percent of its tax revenue from Santa Clara County and 35 from San Mateo County.
- ❖ MROSD has budgeted \$5.5 million for capital expenditures in FY 12-13.
- ❖ The District reported that it had a goal of keeping a minimum of about \$5 million as its undesignated fund balance. At the end of FY 12, the District had an unrestricted fund balance of \$42.7 million.

Status and Opportunities for Shared Facilities

- ❖ The District works to form a continuous greenbelt of permanently preserved open space by linking its lands with other public parklands.
- ❖ The District participates in cooperative efforts, such as the Bay Trail, Ridge Trail, and Skyline-to-the-Sea Trail, which are regional trail systems in the Bay Area that include district lands.
- ❖ MROSD manages Rancho San Antonio County Park as the result of an Operations and Management Agreement with the Santa Clara County Parks and Recreation Department.
- ❖ The District is working in partnership with the City of East Palo Alto on the formation of Cooley Landing Park, which is partially located in Ravenswood Open Space Preserve.
- ❖ Deer Hollow Farm is owned by MROSD but operated by the City of Mountain View Recreation Department with staff assistance from MROSD, a grant from Santa Clara County, and support from the Friends of Deer Hollow Farm.

Accountability for Community Services, Including Governmental Structure and Operational Efficiencies

- ❖ The District generally demonstrated accountability and transparency with regard to governance by adopting a mission statement, adopting an annual budget prior to the start of the fiscal year, publishing agendas for public meetings as legally required, filing Form 700 Statements of Economic Interest with the County of San Mateo, completion of ethics training by all board members, and by maintaining a website where information is made available to the public.
- ❖ The District is meeting its filing requirements for Form 700s as outline in its conflict of interest code. However, as a courtesy MROSD should ensure that it submits copies of its forms with each of the counties in which it has territory.
- ❖ MROSD has Rules of Procedure that provide a framework and direction for district governance and administration. Included in the Operating Rules and Procedures, are policies on code of ethics and conduct, public records requests, and Brown Act requirements as related to the Board open and closed meetings. The District has adopted a conflict of interest code, as required by law.
- ❖ One governance structure alternative for MROSD was identified, which included annexation of the portion of the Sierra Azul Open Space Preserve located within MROSD's SOI to the District to align its boundary with the sphere of influence.

MIDPENINSULA REGIONAL OPEN SPACE DISTRICT SPHERE OF INFLUENCE UPDATE

Existing Sphere of Influence Boundary

The District's SOI is generally coterminous with its boundary, except for the southernmost portion, which includes the unincorporated lands of the Sierra Azul Open Space Preserve.

Recommended Sphere of Influence Boundary

In the course of this services review, three sphere of influence options were identified: 1) extend the SOI to include the southern portion of Bear Creek Redwoods Open Space Preserve, 2) extend the SOI to include Loma Prieta Ranch, and 3) reaffirm the current SOI.

The southern portion of the Bear Creek Redwoods Open Space Preserve is located in Santa Cruz County and is currently outside of the District's boundaries and SOI. MROSD expressed interest in extending its SOI to include the entire preserve and eventually annex the territory to better reflect its service area. Bear Creek Redwoods Open Space Preserve is already owned by MROSD in its entirety.

Similarly, the District also reported that it was interested in expanding its SOI to include Loma Prieta Ranch, which is located in Santa Cruz County between Sierra Azul Open Space Preserve in Santa Clara County and the Forest of Nisene Marks State Park in Santa Cruz County. The Ranch is currently owned by the MROSD and was added to Sierra Azul Open Space Preserve, as it is adjacent to the preserve. The District's plan is to include the Ranch in its boundary area and make the property a part of a long-term future regional trail connection.

Santa Clara LAFCO has policies regarding how to process proposals outside of Santa Clara County for agencies for which it is the principal LAFCO. Santa Clara LAFCO recognizes the need to collaborate on a regional level when considering a change of organization of a district that affects another county. In order to further this collaboration and assure thorough and consistent consideration of applications affecting more than one county, Santa Clara LAFCO will do one of the following:

- ❖ When requested by a LAFCO of an affected county, consider and determine on a case-by-case basis whether it is appropriate to transfer jurisdiction to the LAFCO of the affected County.
- ❖ Santa Clara LAFCO will 1) accept an application (which meets the application requirements of both LAFCOs) from the agency in question, 2) forward a copy of the application to the LAFCO of the county containing the subject territory, 3) consult with the staff of the affected LAFCO, 4) accept a written recommendation from the affected LAFCO to be included in the Santa Clara LAFCO Executive Officer's report for consideration at a public hearing, 5) the Commission will consider the Executive Officer's report, the recommendation of the LAFCO containing the subject territory and the comments of affected individuals and agencies in making its determination,

and 6) forward any resolutions and written report of Commission action to the LAFCOs of the affected county.

It is recommended that once MROSD chooses to pursue annexation of the two areas discussed here, the District should apply to Santa Clara LAFCO for annexation and a related SOI update. At which time, Santa Clara LAFCO will process the annexation and SOI update according to adopted policies, ensuring proper coordination with Santa Cruz LAFCO. Consequently, it is recommended that Santa Clara LAFCO reaffirm MROSD's SOI at this time.

Proposed Sphere of Influence Determinations

The nature, location, extent, functions, and classes of services provided

- ❖ Midpeninsula Regional Open Space District (MROSD) owns and manages over 62,000 acres of land in 26 open space preserves, 24 of which are open to the public. The District operates in three counties—Santa Clara, San Mateo and Santa Cruz.
- ❖ MROSD purchases, permanently protects, and restores lands forming a regional open space greenbelt, preserves unspoiled wilderness, wildlife habitats, watershed, viewshed, and fragile ecosystems, and provides opportunities for low-intensity recreation and environmental education.
- ❖ MROSD provides services throughout the District and outside of its boundaries, specifically in the southern part of its SOI where MROSD owns and operates Sierra Azul Open Space Preserve, in the southern portion of Bear Creek Redwoods Open Space Preserve and Loma Prieta Ranch which is a part of Sierra Azul Open Space Preserve located in Santa Cruz County.

Present and planned land uses in the area, including agricultural and open-space lands

- ❖ The County is the land use authority for the unincorporated areas. Cities are the land use authorities within the respective city boundaries. The District contains a wide range of land uses, from all types of urban uses to large areas of hillside, open space, and agricultural uses.
- ❖ Land use plans in the County and its cities include land uses and population growth, which will require continued open space and resource management services.
- ❖ Open space services do not induce or encourage growth, but protect agricultural and open space lands. No impacts upon Williamson Act protected land will occur.

Present and probable need for public facilities and services in the area

- ❖ The four major factors influencing service demand for MROSD are population growth, the range of open space opportunities and amenities offered by the District, distance to population centers, and constituent outreach.
- ❖ As reported by MROSD, its demand for services has been continuously increasing as people are moving into the Bay Area, more people are aware of the District's open space opportunities, and the District adds additional amenities and trails.

- ❖ The population of the District is anticipated to increase by about 12 percent by 2035. There is present and anticipated continued need for the District's services as the population of the area continues to increase and urban areas continue to grow.

Present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide

- ❖ Based on open space acreage per 1,000 residents, the condition of open space preserves and amenities, operating expenditures per acre of land maintained, acres of land maintained per FTE, the number and variety of open space opportunities offered, and challenges to adequate service provision, it appears that MROSD provides adequate services.
- ❖ MROSD conducted visitor count surveys from 2007 through 2010 by preserve, the results of which showed that the District's service demand has increased over the years.
- ❖ The District's current revenues are adequate to maintain the existing level of service, but growth in the District's operating expenses continues to outpace revenue growth. MROSD is in need of new revenue sources.
- ❖ No significant accountability, administrative, operational, financial, or infrastructure deficiencies were identified. The District generally demonstrated accountability and transparency.
- ❖ MROSD has not yet submitted its budget to the County for FY 14, as legally required.
- ❖ The District identified multiple infrastructure needs, which it is planning on addressing in the next three years.
- ❖ MROSD attempts to increase the capacity of its facilities through collaboration and facility sharing with other agencies.

Existence of any social or economic communities of interest in the area if the Commission determines that they are relevant to the agency

- ❖ MROSD serves the residents of the District and of the Bay Area by providing open space and conservation services. All area visitors also benefit from services provided by the District.

APPENDIX B:

Santa Clara LAFCO (Principal LAFCO)
Adopted Policy

POLICIES AND PROCEDURES FOR PROCESSING PROPOSALS AFFECTING MORE THAN ONE COUNTY

Legislative Authority

The Cortese Knox Hertzberg Local Government Reorganization Act of 2000 sets forth that the county having all or the greater portion of the assessed value, as shown on the last equalized assessment roll of the county or counties, of all taxable property within a district for which a change of organization or reorganization is proposed, is the principal county for changes in organization involving that district. It further states that the LAFCO of the principal county shall have jurisdiction over all boundary changes affecting that district including changes of organization involving territory in another county. Exclusive jurisdiction shall be vested in the LAFCO of the principal county, unless the principal county vests jurisdiction in the LAFCOs of the affected county and both LAFCOs agree to transfer of jurisdiction.

Santa Clara LAFCO recognizes the need to collaborate on a regional level when considering a change of organization of a district that affects another County. In order to further this collaboration and assure thorough and consistent consideration of applications affecting more than one county, this Commission adopts the following procedure for processing applications from multi-county districts.

A. Transfer of Jurisdiction to LAFCO of Affected County

When requested by a LAFCO of an affected county, Santa Clara LAFCO will consider and determine on a case-by-case basis whether it is appropriate to transfer jurisdiction to the LAFCO of the affected County.

B. Procedure for Processing of Applications affecting more than one county when Santa Clara LAFCO is Principal LAFCO

1. Applications affecting the boundaries of a district for which Santa Clara LAFCO is principal LAFCO will be submitted to Santa Clara LAFCO including instances in which the subject territory is located in another county. Prior to application, applicants should meet with staff of principal LAFCO regarding process and application requirements. Applicant must comply with application requirements of both LAFCOs.
2. Upon receipt of the application involving territory in another county, staff will immediately forward a copy of the application to the LAFCO of the county containing the subject territory.

3. The commission of the principal county will also provide notice to the chair, each board member, and the executive office of all affected agencies of any proceedings, actions or reports on the proposed change of organization.
4. Santa Clara LAFCO staff will consult with the staff of the affected LAFCO and affected agencies in the county containing territory in order to gather data for the Executive Officer's report and recommendation.
5. The application will be scheduled for hearing by Santa Clara LAFCO so that the LAFCO of the affected county has had time to review the application and submit a written recommendation to be included in the Executive Officer's report for Santa Clara LAFCO consideration at a public hearing.
6. At the hearing, the Commission will consider the Executive Officer's report, the recommendation of the LAFCO containing the subject territory and the comments of affected individuals and agencies in making its determination.
7. Following the conclusion of the hearing, the Executive Officer will forward any resolutions and written report of Commission action to the chair, each board member, the executive office of all affected agencies and the LAFCOs of the affected county.

C. Applications affecting territory in Santa Clara County when Santa Clara LAFCO is not Principal LAFCO

Upon receipt by Santa Clara LAFCO of a notice and referral from a LAFCO of another county of an application for change of organization affecting territory in Santa Clara County, staff will place the application and report and recommendation on Santa Clara LAFCO's next possible agenda so that the Commission may consider the application and forward a recommendation to the LAFCO of the principal county. Said applications will be processed and a staff report will be prepared consistent with Santa Clara LAFCO's Policies and Procedures

Adopted December 11, 2002

APPENDIX C:

MROSD Audited Financial Statements (FY 2017-18)



Midpeninsula Regional Open Space District Comprehensive Annual Financial Report

Fiscal Year Ended June 30, 2018

Headquartered in Los Altos, California

Operating over 63,000 acres of Regional Open Space Preserves and Trails
within portions of San Mateo, Santa Clara, and Santa Cruz Counties



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Comprehensive Annual Financial Report

Fiscal Year Ended June 30, 2018

Midpeninsula Regional Open Space District

*Prepared by:
Finance and Administrative Services*



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Introductory Section

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Midpeninsula Regional Open Space District

Santa Clara County

Comprehensive Annual Financial Report

For the Year Ended June 30, 2018

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Midpeninsula Regional
OpenSpace

Midpeninsula Regional Open Space District

GENERAL MANAGER
Ana M. Ruiz

BOARD OF DIRECTORS
Pete Siemens
Yoriko Kishimoto
Jed Cyr
Curt Riffle
Karen Holman
Larry Hassett
Zoe Kersteen-Tucker

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

December 18, 2018

Members of the Board of Directors and Midpen Constituents:

The Comprehensive Annual Financial Report (CAFR) of the Midpeninsula Regional Open Space District (District) for the year ended June 30, 2018, is hereby submitted.

The CAFR has been prepared by the Finance Department in compliance with the principles and standards for financial reporting promulgated by the Governmental Accounting Standards Board (GASB). The CAFR consists of District management's representations concerning the finances of the District and District management assumes full responsibility for completeness, accuracy of data, and fairness of presentation, including all footnotes and disclosures. Management believes the data presented are accurate in all material respects and are presented in a manner designed to fairly set forth the financial position and results of operations of the District.

The District's accounting records for governmental operations are maintained on a modified accrual basis, with the revenues being recorded when both measurable and available, and expenditures being recorded when the services or goods are received and the liabilities are incurred.

District management has established a comprehensive framework of internal controls designed both to protect the District's assets from loss, theft, or misuse; and to compile sufficiently reliable information for the preparation of the District's financial statements in conformity with generally accepted accounting principles. Because the cost of internal controls should not outweigh their benefits, the District's controls have been designed to provide reasonable, but not absolute, assurance that the financial statements will be free from material misstatement. The CAFR has been audited by the independent certified public accounting firm of Chavan & Associates, LLP. The independent certified public accounting firm has issued an unmodified opinion on the District's financial statements for the year ended June 30, 2018.

Management's Discussion and Analysis (MD&A) immediately follows the independent auditor's report and provides a narrative introduction, overview, and analysis of the financial statements. This letter of transmittal serves as a complement to the MD&A and should be read in conjunction with it.

MIDPENINSULA REGIONAL OPEN SPACE DISTRICT PROFILE

The Midpeninsula Regional Open Space District (the “District”) was formed in 1972 to acquire and preserve public open space land in northern and western portions of the County of Santa Clara. In June 1976, the southern and eastern portions of the County of San Mateo were annexed to the District. The District annexed three parcels located in the northern tip of Santa Cruz County in 1992, but the 1% *ad valorem* property tax is not levied on this land for the benefit of the District. In September 2004, the District completed the Coastside Protection Program, which extended the District boundaries to the Pacific Ocean in the County of San Mateo, from the southern borders of the City of Pacifica to the San Mateo/Santa Cruz County line.

The District encompasses over 550 square miles of land located in the County of Santa Clara (approximately 200 square miles), the County of San Mateo (approximately 350 square miles) and the County of Santa Cruz (approximately 2.6 square miles). The Counties of Santa Clara and San Mateo are referred to together as the “Counties.” As of the 2010 decennial census, approximately 720,000 people lived within the boundaries of the District.

The District has preserved over 63,000 acres of public land and manages 26 open space preserves within its mission *to acquire and preserve a regional greenbelt of open space land in perpetuity, protect and restore the natural environment, and provide opportunities for ecologically sensitive public enjoyment and education.*

A seven-member Board of Directors (Board), elected by individual ward, establishes policies for the District. Specifically, the Board sets general operating objectives for the District, authorizes debt issuance, monitors financial and long-range planning, establishes policies governing conditions of employment, and sets policies to protect and enhance the natural and cultural resources of the District. Members of the Board of Directors are elected for staggered four-year terms. The Board appoints a General Manager to serve as the District’s chief executive officer. The General Manager provides direction and leadership to all District departments and ensures that all District policies are implemented.

The District is a legally separate and fiscally independent entity from other government agencies, which may also provide governmental services within the same geographic area. The CAFR includes all funds of the District. There are no separate or legal entities or component units included in the financial statements of the District. The District has a blended component unit included in the financial statements of the District. In 1996, the District and Santa Clara County established the Midpeninsula Regional Open Space District Financing Authority (Authority) to help the District finance improvements by buying land and building facilities in cooperation with the District. The President of the District’s Board of Directors is also the Chairperson of the Authority. Three District directors and a Supervisor from Santa Clara County are also on the Authority Board. In effect, the Authority operates in tandem with the District.

FACTORS AFFECTING FINANCIAL CONDITION

The information presented in the financial statements is perhaps best understood when considered from the broader perspective of the environment in which the District operates.

State and Local Economy

The California economy continues to out-perform the nation as a whole with steady growth. Many of the key economic indicators continue to contribute to a positive economic outlook: unemployment at historical lows, continuing growth in GDP, and stable inflation. However, recent months have showed that while employment continues to grow, the rate of growth has slowed along with other economic indicators. Beacon Economics notes that a key challenge on the horizon is that growth is being constrained by limited increases in the labor force, which in turn is correlated to the lack of availability and high cost of housing.

Both Santa Clara and San Mateo counties have been outperforming the California and U.S. economies in recent years. The Congressional Budget Office projects that the national gross domestic product (GDP) is projected to grow by 3.1 percent in 2018 and 2.4 percent in 2019. GDP growth for the San Francisco metropolitan area increased by a robust 5.4 percent in 2016 (latest available data) compared to the average U.S. metro area growth of 1.7 percent.

The District's boundaries encompass a large portion of the Silicon Valley, which has been buoyed by strength in the technology industry with its deep foundations of entrepreneurship and innovation. The District currently derives two-thirds of its general fund property tax revenue from Santa Clara County and one-third from San Mateo County.

The real estate markets in both San Mateo and Santa Clara counties continue to demonstrate strong demand in both the residential and commercial sectors. For fiscal year 2018-19, the Santa Clara County Assessor's Office showed that the assessment roll increased by 7.24 percent to a total of \$483 billion. Similarly, San Mateo County reported that the total value of assessed properties increased by 8.03 percent for FY 2018-19. Total assessments within the District's boundaries increased by 7.3 percent for FY 2017-18. Over the past 10 years, the District's general fund property tax revenues have increased by an annual average of 7.13 percent.

Given the rapid rise in values during the course of the last six years, both counties are projecting a stabilization in assessed valuations as a result of the lack of affordability of residential housing and a slower market for new commercial construction, both of which have been affected by the rising interest rate environment.

According to the U.S. Department of Commerce, personal income levels as of 2016 (the most recent year for which county data is available) show per capita income of \$88,920 for Santa Clara and \$105,721 for San Mateo, which are significantly above \$56,374 for the State and \$49,246 for the nation.

Employment growth remains strong with unemployment rates reaching historic lows. According to the California Employment Development Department, the Bay-Peninsula region continues to have the lowest unemployment rate in the State and experienced the fastest job growth of any region in the State over the course of the most recent economic expansion (beginning in July 2010). Unemployment rates in Santa Clara and San Mateo Counties were 2.9 percent and 2.5 percent respectively as of June 2018. This compares with rates of 4.5 percent for the State and 4.0 percent for the nation.

These positive economic trends can present some concerns for the District in terms of its capital improvement program. Construction costs continue to increase at a rate greater than the general inflation and the geographic locations of some of the District's projects can be

disadvantageous given the large volume of construction on the valley floor. As is the case with many public agencies contracting with the California Public Retirement System (CalPers), the District is also closely monitoring the rising cost of funding pensions.

Major Initiatives

In the 2017-18 Fiscal year, the District's achievements were many, with a few noted below:

- Completed numerous major actions and celebrated the grand public opening of the Mount Umunhum Summit at Sierra Azul Open Space Preserve in September 2017, including:
 - Construction of Mount Umunhum Trail with new bridges and signs.
 - Development of broad interpretive displays for the Mount Umunhum Summit Project, providing visitors to Mount Umunhum substantially greater understanding of the site's rich natural, cultural, and military history.
 - Construction of Mount Umunhum Summit Restoration Project with a parking lot, summit shelters, turnaround area, ceremonial circle, ADA pathways, stairs, trail steps, and other site amenities.
 - Construction of Mount Umunhum Road Improvement Project with new culverts, guardrail, barriers, retaining walls, roadway, rock fencing, and other improvements, allowing safe access to and from the Summit area.
- Completed numerous major actions and celebrated the grand public opening at lower La Honda Creek Open Space Preserve on November 30, 2017, including:
 - Phase I trail and road repairs with signage throughout the Preserve and self-closing gates.
 - Harrington Bridge superstructure rebuilding, with new deck and railings.
 - Construction of the Sears Ranch parking area and completion of the Sears Ranch Structure Disposition project. These projects allowed public access to the Lower La Honda Creek Preserve area.
- Continued significant natural resources protection and restoration projects in Bear Creek Redwoods Preserve, including targeted invasive species treatment to restore native habitats, and completing engineering feasibility and archaeological and geotechnical studies.
- Acquired nearly 200 acres of additional open space lands valued at over \$7 million.

Relevant Financial Policies

Budget Policy

The District follows best practices in budgeting, including: assessment of constituent needs, development of long range plans, adherence to budget preparation and adoption of procedures, monitoring of performance, and adjustment of budget as required. The District budget is divided into four categories: Operating Budget, Capital Budget, Land and Associated Costs, and Debt Service. The budget is prepared and adopted on a cash-basis, whereas the annual financial statements are prepared on a modified accrual basis. The budget can be amended during the

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

Investment Policy

The District's Investment Policy is adopted annually, in accordance with State law. The policy provides guidance and direction for the prudent investment of District funds to safeguard the principal of invested funds and achieve a return on funds while ensuring the liquidity needs of the District.

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 Section 53630 et seq.

Fund Balance Policy

The Board of Directors adopted the Fund Balance Policy in 2014, and updated the Policy in 2016 to achieve the following goals: provide adequate funding to meet the District's short-term and long-term plans; provide funds for unforeseen expenditures related to emergencies such as natural disasters; strengthen the District's financial stability against present and future uncertainties such as economic downturns and revenue shortfalls; and maintain an investment-grade bond rating. This policy has been developed with the counsel of the District's independent auditors, to meet the requirements of GASB 54.

The components of the District fund balances are as follows:

- **Non-Spendable** fund balance includes amounts that cannot be spent either because they are not in spendable form, e.g. prepaid insurance, or because of legal or contractual constraints. At all times, the District shall hold fund balance equal to the sum of its non-spendable assets.
- **Restricted** fund balance includes amounts that are constrained for specific purposes, which are externally imposed by constitutional provisions, enabling legislation, creditors, or contracts.
- **Committed** fund balance includes amounts that are constrained for specific purposes that are internally imposed by the District Board of Directors. Funds spent from committed funds shall be reimbursed from the general fund within two years.
- **Assigned** fund balance includes amounts that are intended to be used for specific purposes that are neither restricted nor committed. Such amounts may be assigned by the General Manager, if authorized by the Board of Directors, to make such designations. Projects to be funded by assigned funds require the approval of the General Manager. Funds spent from assigned funds shall be reimbursed from the general fund within two years.
- **Unassigned** fund balance includes amounts within the general fund, which have not been classified within the above categories. The Board shall designate the minimum amount of unassigned fund balance, which is to be held in reserve in consideration of unanticipated events that could adversely affect the financial condition of the District and potentially jeopardize the continuation of necessary public services. The current minimum unassigned fund balance is 30% of the Budgeted General Fund Tax Revenue.

Debt Management Policy

The Board of Directors adopted a debt management policy on July 12, 2017. The stated purpose of the Debt Management Policy is to establish the overall parameters for issuing, structuring and

administering the debt of the District in compliance with applicable federal and State securities laws. The Debt Management Policy was developed in conjunction with the procedures 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 the District are complete, true and accurate in all material respects.

AWARDS

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement to the District for its Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2107. This was the first year that the District was awarded this prestigious national award. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting. To receive the award, the District must publish a Comprehensive Annual Financial Report that is easily readable and efficiently organized, and the contents of the report must conform to program standard and satisfy generally accepted accounting principles and applicable legal requirements.

In addition, the District was awarded a Certificate for Outstanding Financial Reporting from the California Society of Municipal Finance Officers (CSMFO) for the Fiscal Year Ended June 30, 2017. The CSMFO evaluation applies many of the same criteria to issue its award.

ACKNOWLEDGEMENTS

The preparation of this Comprehensive Annual Financial Report could not have been completed without the efforts and contributions of its Finance and Budget staff, as well as other departments across the District. Management also wishes to acknowledge the invaluable assistance of Chavan & Associates, the District's independent auditors who contributed to the preparation of this document.

Respectfully submitted,



Ana María Ruiz
General Manager



Stefan Jaskulak
Chief Financial Officer/
Director of Administrative Services

Midpeninsula Regional Open Space District

Santa Clara County
Comprehensive Annual Financial Report
For the year ended June 30, 2018

DISTRICT BOARD OF DIRECTORS

Jed Cyr, Ward 3 - Board President (Term ends 12/31/2020)

Cecily Harris, Ward 7 - Vice President (resigned after 6/30/2018)

Yoriko Kishimoto, Ward 2 - Board Secretary (Term ends 12/31/2018)

Curt Riffle, Ward 4 - Board Treasurer (Term ends 12/31/2020)

Pete Siemens, Ward 1 - Board Member (Term ends 12/31/2018)

Nonette Hanko, Ward 5 - Board Member (Term ends 12/31/2018)

Larry Hassett, Ward 6 - Board Member (Term ends 12/31/2018)

DISTRICT MANAGEMENT

Ana Ruiz, General Manager

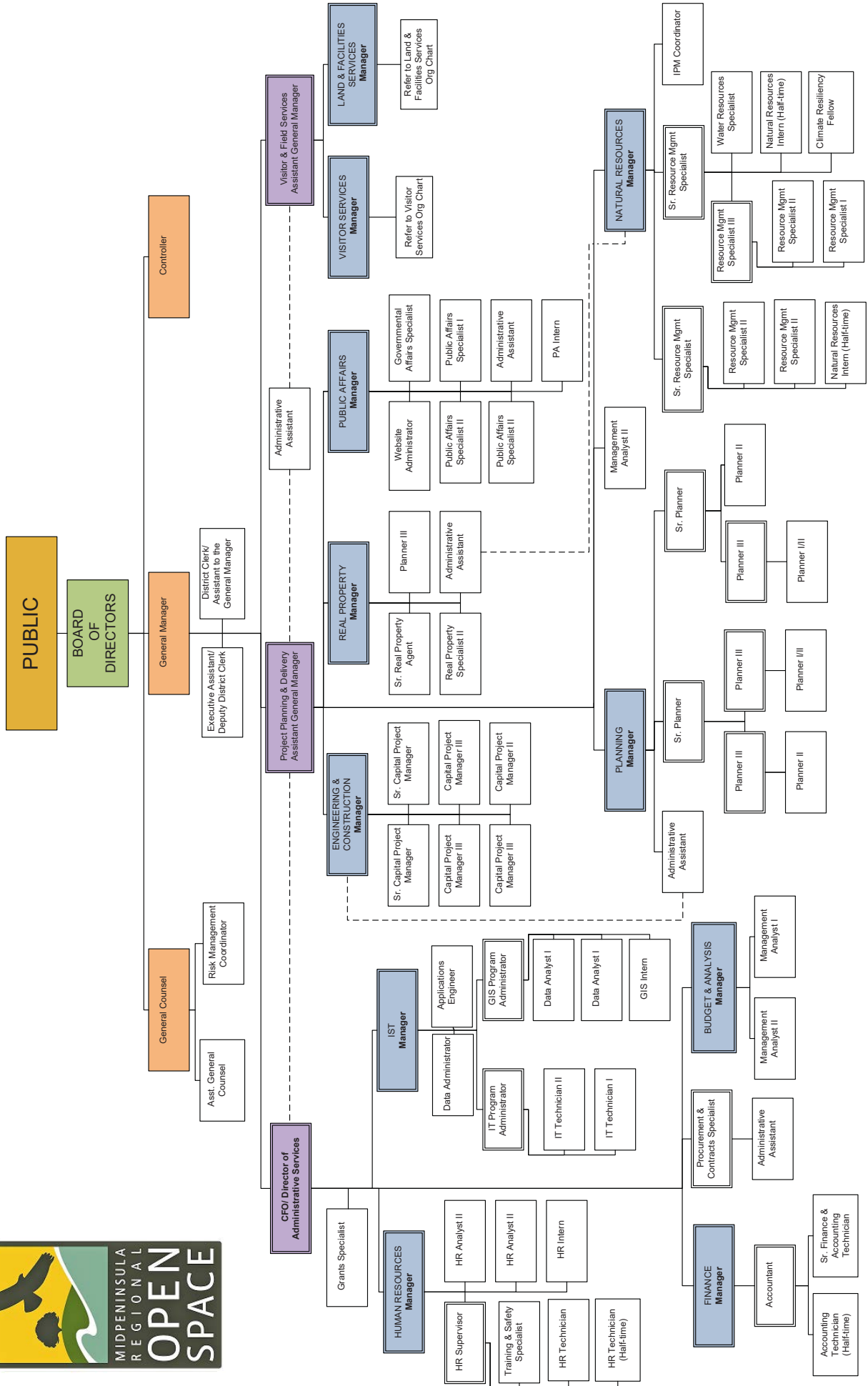
Brian Malone, Acting Assistant General Manager

Christine Butterfield, Acting Assistant General Manager

Michael L. Foster, Controller

Hilary Stevenson, Esq., General Counsel

Stefan Jaskulak, Chief Financial Officer/Director of Administrative Services



The Midpeninsula Regional Open Space District



Midpeninsula Regional Open Space District Open Space Preserves and Locations

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

# Preserve	Acres	# Preserve	Acres	# Preserve	Acres
1 Bear Creek Redwoods	1,437	9 Los Trancos	274	17 Russian Ridge	3,491
2 Coal Creek	508	10 Miramontes Ridge*	1,716	18 Saratoga Gap	1,608
3 El Corte de Madera Creek	2,906	11 Monte Bello	3,537	19 Sierra Azul	18,939
4 El Sereno	1,419	12 Picchetti Ranch	308	20 Skyline Ridge	2,143
5 Foothills	212	13 Pulgas Ridge	366	21 St. Joseph's Hill	270
6 Fremont Older	739	14 Purisima Creek Redwoods	4,752	22 Stevens Creek	55
7 La Honda Creek	6,144	15 Rancho San Antonio	3,988	23 Teague Hill	626
8 Long Ridge	2,035	16 Ravenswood	376	24 Thornewood	167
				25 Tunitas Creek*	1,660
				26 Windy Hill	1,414

*Currently not open for public access.

GFOA CERTIFICATE



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**Midpeninsula Regional
Open Space District, California**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

June 30, 2017

Christopher P. Morrell

Executive Director/CEO



Financial Section



INDEPENDENT AUDITOR'S REPORT

Board of Directors
Midpeninsula Regional Open Space District
Los Altos, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund for Midpeninsula Regional Open Space District (the District), as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

The District's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District, as of June 30, 2018, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.



Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, schedule of pension plan contributions, schedule of net pension liability proportionate shares, schedule of contributions for postemployment benefits, and schedule of changes in total OPEB liability be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The supplementary information as listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. This information is the responsibility of management and was derived from, and relates directly to, the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information as listed in the table of contents is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Change in Accounting Principle

As discussed in Note 1 to the financial statements, the District adopted new accounting guidance, GASB Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions (OPEB). The District currently funds this obligation on a pay-as-you go basis and through contributions to a trust. The District anticipates that its ongoing funding and current resources are sufficient to meet its obligations as they come due. Our opinion is not modified with respect to this matter.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 29, 2018 on our consideration of the District's internal control over financial reporting and on our tests of



its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

C & A UP

October 29, 2018
San Jose, California



Management's Discussion and Analysis

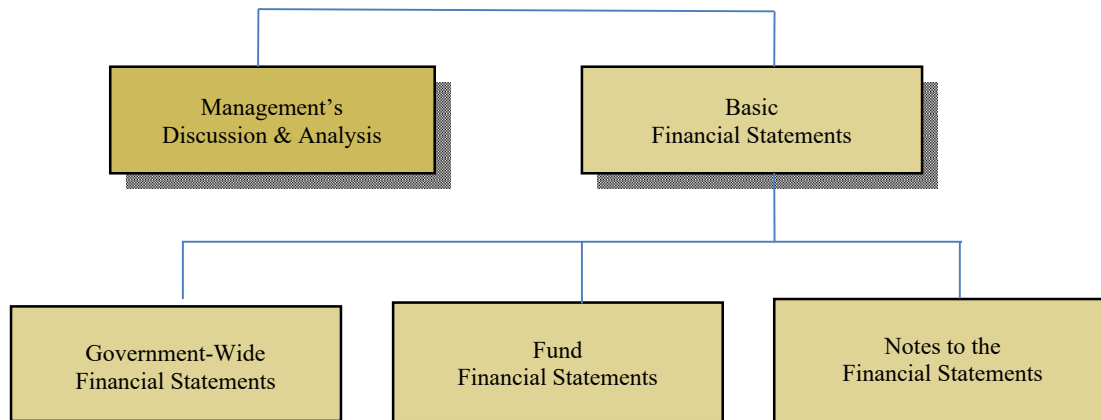
Midpeninsula Regional Open Space District

Management's Discussion and Analysis For the Fiscal Year Ended June 30, 2018

INTRODUCTION

The purpose of the Management's Discussion and Analysis (MD&A) is to present a discussion and analysis of the District's financial performance during the year ended on June 30, 2018. This report will (1) focus on significant financial issues, (2) provide an overview of the District's financial activity, (3) identify changes in the District's financial position, (4) identify any individual fund issues or concerns, and (5) provide descriptions of significant asset and debt activity. This information, presented in conjunction with the annual Basic Financial Statements, is intended to provide a comprehensive understanding of the District's operations and financial standing.

Required Components of the Annual Financial Report



OVERVIEW AND USE OF THE FINANCIAL STATEMENTS

This annual report consists of a series of basic financial statements and notes. The statements are organized so the reader can understand the District as an entire operating entity by providing an increasingly detailed look at specific financial activities.

The Statement of Net Position and Statement of Activities is comprised of the government-wide financial statements and provides information about the activities of the District as a whole, presenting both an aggregate view of the District's finances as well as a longer-term view of those finances. Fund Financial Statements provide the next level of detail. For governmental funds, these statements reflect how services were financed in the short-term as well as what remains for future spending. The Basic Financial Statements also include notes that explain some of the information in the financial statements and provide more detailed data.

The full annual financial report is a product of three separate parts: the basic financial statements, supplementary information, and this section, the Management's Discussion and Analysis. The three sections together provide a comprehensive financial overview of the District. The basic financials are comprised of two kinds of statements that present financial information from different perspectives, government-wide and fund statements.

- Government-wide financial statements, which comprise the first two statements, provide both short-term and long-term information about the District's overall financial position.
- Individual parts of the District, which are reported as fund financial statements, focus on reporting the District's operations in more detail. These fund financial statements comprise the remaining statements.

Midpeninsula Regional Open Space District

Management's Discussion and Analysis For the Fiscal Year Ended June 30, 2018

- Notes to the financial statements, provide more detailed data and provide explanations to some of the information in the statements. The required supplementary information section provides further explanations and additional support for the financial statements.

GOVERNMENT-WIDE FINANCIAL STATEMENTS - STATEMENT OF NET POSITION AND THE STATEMENT OF ACTIVITIES

The view of the District as a whole looks at all financial transactions and asks the question, "How did we do financially during the fiscal year 2017-2018?" The Statement of Net Position and the Statement of Activities answers this question. These statements include all assets and liabilities using the accrual basis of accounting similar to the accounting practices used by most private-sector companies. This basis of accounting takes into account all of the current year revenues and expenses regardless of when cash is received or paid.

These two statements report the District's net position and changes in net position. This change in net position is important because it tells the reader that, for the District as a whole, whether the financial position of the District has improved or diminished. The causes of this change may be the result of many factors, some financial, and some not. Non-financial factors include the District's property tax base, current property tax laws in California restricting revenue growth, facility conditions and other factors.

In the Statement of Net Position and the Statement of Activities, the District reports governmental activities which reflect the District's programs and services. The District does not have any business type activities.

FINANCIAL HIGHLIGHTS

District tax revenue and other metrics will not be comparable to the prior period due to the fifteen-month period of the prior period financial statements. As the overall economy continued to grow throughout the Silicon Valley, the District witnessed further strong growth in the assessed valuation of both secured and unsecured property within its boundaries. The 2018-19 assessed valuation reports released in June 2018 showed District-wide assessed values increasing by 7.3% (7.2% in Santa Clara and 7.4% in San Mateo). The District received 30% of its tax revenue from Santa Clara County and 56% from San Mateo County.

Other financial highlights included:

- Tax revenue related to the GO bonds amounted to \$2.45 million
- The District issued \$25.025 million in Refunding Bonds to defease and redeem \$11.605 million 2012 Current Interest Notes and \$8.9 million 2012 Capital Appreciation Notes initial principal.
- The District issued \$50 million in General Obligation Bonds related to Measure AA and \$11.22 million in Parity Bonds.
- Purchased \$3.5 million land and associated structures funded through Measure AA GO bond proceeds.
- The District implemented GASB 75 during the year, which required the District to record the unfunded liability from other postemployment benefits offered to employees. The Net OPEB liability as of June 30, 2018 was \$1,898,023. In prior years, the District was only required to record the accumulated difference between its annual required contribution and the actual contributions made, which was an asset of \$406,023 at June 30, 2017.

The assets of the District exceeded liabilities at the close of the 2017 fiscal year by \$349 million. Of this total net position, \$312 million, or 89%, was the District's net investment in capital assets (capital assets net of related debt).

Midpeninsula Regional Open Space District

Management's Discussion and Analysis
For the Fiscal Year Ended June 30, 2018

REPORTING THE DISTRICT'S MOST SIGNIFICANT FUNDS

Fund Financial Statements

The analysis of the District's fund financial statements begins on page 16. Fund financial reports provide detailed information about the District's major funds. The District uses one operating fund, the General Fund, to account for a multitude of financial transactions, two capital project funds to account for capital projects, and one debt service fund to account for debt service payments.

Governmental Funds

The General Fund is a governmental fund type and is reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the District's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the future to finance educational programs. The relationship (or differences) between governmental activities (reported in the Statement of Net position and the Statement of Activities) and governmental funds is reconciled in the financial statements.

THE DISTRICT AS A WHOLE

Recall that the Statement of Net Position provides the perspective of the District as a whole. Table 1 provides a summary of the District's net position as compared to last period:

Table 1 - Summary of Statement of Net Position				
	2018	2017	Change	Percentage Change
Assets				
Current Assets	\$ 135,924,361	\$ 77,668,537	\$ 58,255,824	75.01%
Other Noncurrent Assets	637,906	1,312,382	(674,476)	-51.39%
Capital Assets	462,119,833	447,133,839	14,985,994	3.35%
Total Assets	\$ 598,682,100	\$ 526,114,758	\$ 72,567,342	13.79%
Total Deferred Outflows of Resources	\$ 17,804,789	\$ 15,636,983	\$ 2,167,806	13.86%
Liabilities				
Current Liabilities	\$ 14,219,357	\$ 16,210,837	\$ (1,991,480)	-12.28%
Noncurrent Liabilities	252,063,016	186,466,568	65,596,448	35.18%
Total Liabilities	\$ 266,282,373	\$ 202,677,405	\$ 63,604,968	31.38%
Total Deferred Inflows of Resources	\$ 1,416,399	\$ 2,071,424	\$ (655,025)	-31.62%
Net Position				
Net Investment in Capital Assets	\$ 312,120,869	\$ 308,600,974	\$ 3,519,895	1.14%
Restricted	7,252,294	4,570,997	2,681,297	58.66%
Unrestricted	29,414,954	23,830,941	5,584,013	23.43%
Total Net Position	\$ 348,788,117	\$ 337,002,912	\$ 11,785,205	3.50%

Total net position increased by \$11.8 million, as revenues exceeded expenditures. Noncurrent assets increased due mostly to \$17.4 million of capital expenditures.

Midpeninsula Regional Open Space District

Management's Discussion and Analysis For the Fiscal Year Ended June 30, 2018

Table 2 shows the changes in net position for 2018 as compared to period 2017.

Table 2 - Summary of Changes in Net Position				
	2018	2017	Change	Percentage Change
Revenues				
Program revenues	\$ 3,189,096	\$ 2,130,301	\$ 1,058,795	49.70%
General revenues:				
Property taxes	47,798,349	43,860,976	3,937,373	8.98%
Investment earnings	1,045,124	462,618	582,506	125.92%
Miscellaneous	1,152,611	783,977	368,634	47.02%
Total Revenues	53,185,180	47,237,872	5,947,308	12.59%
Program Expenses				
Land preservation	28,909,830	21,783,483	7,126,347	32.71%
Interest	8,193,228	8,327,042	(133,814)	-1.61%
Depreciation	2,398,894	1,585,098	813,796	51.34%
Total Expenses	39,501,952	31,695,623	7,806,329	24.63%
Change in Net Position	13,683,228	15,542,249	(1,859,021)	-11.96%
Adjustment to Beginning Net Position	(1,898,023)	-	(1,898,023)	100.00%
Beginning Net Position	337,002,912	321,460,663	15,542,249	4.83%
Ending Net Position	\$ 348,788,117	\$ 337,002,912	\$ 11,785,205	3.50%

Of the \$1 million increase in program revenues, \$600 thousand was due to the increased grant revenue and \$400 thousand was due to income from redevelopment agency (RDA) pass-through.

THE DISTRICT'S FUND BALANCE

Table 3 provides an analysis of the District's fund balances and the total change in fund balances from the prior year.

Table 3 - Summary of Fund Balance (All Governmental Funds)							
	2018					2017	Percentage Change
	General Fund	Measure AA Capital Projects Fund	GF Capital Projects Fund	Debt Service Fund	Total		
Nonspendable for prepaid expenditure	\$ 35,968	\$ -	\$ -	\$ -	\$ 35,968	\$ 55,093	-35%
Restricted for debt service	-	-	-	5,791,164	5,791,164	2,193,934	164%
Restricted for Measure AA Projects	-	46,468,809	-	-	46,468,809	7,344,797	533%
Restricted for Hawthorns maintenance	1,466,982	-	-	-	1,466,982	1,971,040	-26%
Restricted for capital projects	-	-	7,043,765	-	7,043,765	-	100%
Committed for infrastructure	44,000,000	-	-	-	44,000,000	30,000,000	47%
Committed for equipment replacement	3,000,000	-	-	-	3,000,000	2,400,000	25%
Committed for natural disasters	3,000,000	-	-	-	3,000,000	3,000,000	0%
Committed for capital maintenance	2,000,000	-	-	-	2,000,000	-	100%
Committed for future acquisitions and capital projects	3,000,000	-	-	-	3,000,000	-	100%
Committed for promissory note	300,000	-	-	-	300,000	-	100%
Unassigned	16,306,537	-	-	-	16,306,537	23,872,450	-32%
Total Fund Balance	\$ 73,109,487	\$ 46,468,809	\$ 7,043,765	\$ 5,791,164	\$ 132,413,225	\$ 70,837,314	83%

Following the completion of its new thirty-year strategic plan, the Board of Directors committed a majority of the unassigned fund balance during fiscal year 2018 to reserves for infrastructure, equipment replacement and natural disasters. See page 36 of the audit report for a description of each commitment.

Midpeninsula Regional Open Space District

Management's Discussion and Analysis For the Fiscal Year Ended June 30, 2018

GENERAL FUND BUDGETING HIGHLIGHTS

The District's budget is prepared according to California law and in the modified accrual basis of accounting.

During the course of 2018, the District revised its General Fund budget, which resulted in an increase in budgeted expenditures of \$116 thousand from the original to final budget. The final budgeted revenue estimate was \$48 million. A summary of the original and final budget is presented below:

Table 4 - Summary of Original to Final Budgets				
	Original Budget	Final Budget	Variance	Percent Variance
Revenues				
Property taxes	\$ 44,839,000	\$ 45,403,688	\$ 564,688	1.26%
Grant revenues	191,000	191,000	-	0.00%
Property management	1,197,092	1,197,092	-	0.00%
Investment earnings	636,000	820,000	184,000	28.93%
Other revenues	464,501	464,501	-	0.00%
Total Revenues	47,327,593	48,076,281	748,688	1.58%
Expenditures				
Salaries and employee benefits	21,923,124	21,974,034	50,910	0.23%
Services and supplies	9,702,951	9,809,954	107,003	1.09%
Capital outlay	84,000	43,000	(41,000)	-95.35%
Total Expenses	31,710,075	31,826,988	116,913	0.37%
Net Change in Fund Balance	\$ 15,617,518	\$ 16,249,293	\$ 631,775	4.05%

District expenditures were over the annual budget for the Debt Service Fund by \$200 thousand. The budget overage was due to an adjustment during the year end closing process to record the bond issuance costs paid from the bond proceeds.

CAPITAL ASSETS

Table 5 shows 2018 capital asset balances as compared to 2017.

Table 5 - Summary of Capital Assets Net of Depreciation				
	2018	2017	Change	Percentage Change
Land	\$ 414,547,441	\$ 407,986,151	\$ 6,561,290	1.61%
Construction-in-Progress	8,596,297	19,020,245	(10,423,948)	-54.80%
Structure and Improvements	7,320,057	6,715,297	604,760	9.01%
Infrastructure	28,512,084	10,474,326	18,037,758	172.21%
Equipment	989,551	804,552	184,999	22.99%
Vehicles	2,154,403	2,133,268	21,135	0.99%
Total Capital Assets - Net	\$ 462,119,833	\$ 447,133,839	\$ 14,985,994	3.35%

Additional detail and information on capital asset activity is described in the notes to the financial statements, note 5.

Midpeninsula Regional Open Space District

Management's Discussion and Analysis For the Fiscal Year Ended June 30, 2018

LONG TERM LIABILITIES

Table 6 summarizes the changes in long-term liabilities from 2018 to 2017.

Table 6 - Summary of Long-term Liabilities				
	2018	2017	Change	Percentage Change
Promissory Notes	\$ 39,769,276	\$ 65,095,264	\$ (25,325,988)	-38.91%
Bonds	205,905,916	116,855,465	89,050,451	76.21%
Net Pension Obligation	11,022,824	10,121,906	900,918	8.90%
Net OPEB	1,845,000	-	1,845,000	100.00%
Compensated Absences	1,723,930	1,817,547	(93,617)	-5.15%
Total Long-term Liabilities	\$ 260,266,946	\$ 193,890,182	\$ 66,376,764	34.23%

Additional detail and information on long-term liabilities activity is described in the notes to the financial statements, note 6.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The Board of Directors adopted the District's budget for year 2018-2019 on June 13, 2018. This budget assumes \$58.8 million in revenues and a growth in general fund property tax income of 6% over the prior period. This budget funds \$54.1 million of capital spending, of which \$14.8 million is expected to qualify for reimbursement from Measure AA GO bond funds, and \$31.6 million represents the purchase of the District's new administrative headquarters. This building purchase will be fully funded from existing reserves. General Fund operating expenditures are budgeted at \$33.5 million, a 10.5% increase over the prior year's budget. Debt service is budgeted at \$15.7 million, \$4 million higher than the prior year budget due to the issuance of \$50 million of GO bonds (second tranche of the Measure AA funds) and \$11.2 million of parity bonds in 2017-2018. If all revenues, expenditures (including debt service) occur as budgeted, the District's overall cash balances would increase by over \$7 million.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, parents, participants, investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the money it receives. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Administrative Office, Midpeninsula Regional Open Space District, 330 Distel Circle, Los Altos, California 94022.

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Basic Financial Statements

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GOVERNMENT-WIDE STATEMENTS

Statement of Net Position and Statement of Activities

The Statement of Net Position and the Statement of Activities summarize the entire District's financial activities and financial position. They are prepared on the same basis as is used by most businesses, which means they include all the District's assets and all its liabilities, as well as all its revenues and expenses. This is known as the full accrual basis. The effect of all of the District's transactions is taken into account, regardless of whether or when cash changes hands, but all material internal transactions between District funds have been eliminated.

The Statement of Net Position reports the difference between the District's total assets and the District's total liabilities, including all the District's capital assets and all its long-term debt. The Statement of Net Position presents information in a way that focuses the reader on the composition of the District's net position, by subtracting total liabilities from total assets.

The Statement of Net Position summarizes the financial position of all of the District's Governmental Activities in a single column. The District's Governmental Activities include the activities of its General Fund, along with all its Special Revenue Funds, Capital Projects Funds, and Debt Service Funds.

The Statement of Activities reports increases and decreases in the District's net position. It is also prepared on the full accrual basis, which means it includes all the District's revenues and all its expenses, regardless of when cash changes hands. This differs from the "modified accrual" basis used in the Fund financial statements, which reflect only current assets, current liabilities, available revenues and measurable expenditures.

The Statement of Activities presents the District's expenses first, listed by program. Program revenues – that is, revenues which are generated directly by these programs - are then deducted from program expenses to arrive at the net expense of each governmental program. The District's general revenues are then listed in the Governmental Activities and the Change in Net Position is computed and reconciled with the Statement of Net Position.

Both these Statements include the financial activities of the District and the Midpeninsula Regional Open Space District Financing Authority. This entity is legally separate but is a component unit of the District because it is controlled by the District, which is financially accountable for the Authority's activities.

Midpeninsula Regional Open Space District

Statement of Net Position

June 30, 2018

Assets

Current assets:

Cash and investments	\$ 132,551,342
Accounts receivable:	
Deposits	3,119,075
Rent	8,094
Interest	209,661
Due from other governments:	
Taxes receivable	221
Other current assets	35,968
Total current assets	<u>135,924,361</u>

Noncurrent assets:

Notes receivable	115,248
Unamortized issuance costs	522,658
Non-depreciable capital assets	423,143,738
Capital assets, net of depreciation	38,976,095
Total noncurrent assets	<u>462,757,739</u>

Total Assets	<u><u>\$ 598,682,100</u></u>
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Deferred Outflows of Resources

OPEB adjustments	412,000
Pension adjustments	7,151,966
Deferred loss on early retirement of long-term debt	10,240,823
Total Deferred Outflows of Resources	<u><u>\$ 17,804,789</u></u>

Liabilities

Current liabilities:

Accounts payable	\$ 2,423,768
Deposits payable	96,568
Payroll and other liabilities	990,800
Accrued interest	2,504,291
Current portion of long-term liabilities	8,203,930
Total current liabilities	<u>14,219,357</u>

Noncurrent liabilities:

Long-term liabilities - net of current portion	252,063,016
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Total Liabilities	<u><u>\$ 266,282,373</u></u>
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Deferred Inflows of Resources

OPEB adjustments	82,400
Pension adjustments	1,333,999
Total Deferred Outflows of Resources	<u><u>\$ 1,416,399</u></u>

Net Position

Net investment in capital assets	\$ 312,120,869
Restricted for:	
Debt service	5,785,312
Hawthorne maintenance	1,466,982
Total restricted	<u>7,252,294</u>
Unrestricted	<u>29,414,954</u>
Total Net Position	<u><u>\$ 348,788,117</u></u>

The notes to the financial statements are an integral part of this statement.

Midpeninsula Regional Open Space District

Statement of Activities

For the Fiscal Year Ended June 30, 2018

		Program Revenues		Net (Expense)
			Capital	Revenue and
	Expenses	Charges for	Grants and	Changes in
		Services	Contributions	Net Position
Governmental activities:				
Land preservation	\$ 28,909,830	\$ 1,576,379	\$ 1,612,717	\$ (25,720,734)
Interest and fiscal charges	8,193,228	-	-	(8,193,228)
Depreciation	2,398,894	-	-	(2,398,894)
Total governmental activities	<u>\$ 39,501,952</u>	<u>\$ 1,576,379</u>	<u>\$ 1,612,717</u>	<u>(36,312,856)</u>
General revenues:				
Property taxes				47,798,349
Investment earnings				1,045,124
Other revenues				1,126,058
Special item - loss on disposal of capital assets				26,553
Total general revenues and special item				<u>49,996,084</u>
Change in net position				<u>13,683,228</u>
Net position beginning				337,002,912
Prior period adjustment (GASB 75 Net OPEB Liability)				<u>(1,898,023)</u>
Net position beginning as adjusted				<u>335,104,889</u>
Net position ending				<u>\$ 348,788,117</u>

The notes to the financial statements are an integral part of this statement.

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FUND FINANCIAL STATEMENTS

MAJOR GOVERNMENTAL FUNDS

The funds described below were determined to be Major Funds by the District in fiscal year 2018.

Fund Title	Fund Description
General Fund	The fund is the general operating fund of the District. It is used to account for all financial resources. The major revenue sources for this fund are property taxes, grant revenues and interest income. Expenditures are made for land preservation and other operating expenditures.
Measure AA Capital Projects Fund	This fund is used to account for resources from bond proceeds and expenditures for capital projects related to the Measure AA GO Bond.
GF Capital Projects Fund	This fund is used to account for expenditures for capital projects not related to any other capital projects funds.
Debt Service Fund	This fund is used to account for accumulation of resources for, and the payment of long-term debt principal, interest and related costs. Resources are provided by General Fund transfers and interest income on unspent funds.

Midpeninsula Regional Open Space District

Balance Sheet Governmental Funds June 30, 2018

	General Fund	Measure AA Capital Projects Fund	GF Capital Projects Fund	Debt Service Fund	Total Governmental Funds
Assets					
Cash and investments	\$ 68,169,299	\$ 49,284,586	\$ 9,312,145	\$ 5,785,312	\$ 132,551,342
Receivables:					
Deposits	3,119,075	-	-	-	3,119,075
Rent	8,094	-	-	-	8,094
Interest	209,661	-	-	-	209,661
Due from other governments:					
Taxes receivable	221	-	-	-	221
Other current assets	35,968	-	-	-	35,968
Due from other funds	5,119,189	1,285,387	674,707	5,852	7,085,135
Notes receivable	115,248	-	-	-	115,248
Total Assets	\$ 76,776,755	\$ 50,569,973	\$ 9,986,852	\$ 5,791,164	\$ 143,124,744
Liabilities					
Liabilities:					
Accounts payable	\$ 809,865	\$ 676,149	\$ 937,754	\$ -	\$ 2,423,768
Deposits payable	96,568	-	-	-	96,568
Due to other funds	1,654,787	3,425,015	2,005,333	-	7,085,135
Payroll and other liabilities	990,800	-	-	-	990,800
Total Liabilities	3,552,020	4,101,164	2,943,087	-	10,596,271
Deferred Inflows Of Resources					
Unavailable revenues	115,248	-	-	-	115,248
Fund Balance					
Nonspendable:					
Prepaid expenditures	35,968	-	-	-	35,968
Restricted for:					
Debt service	-	-	-	5,791,164	5,791,164
Measure AA capital projects	-	46,468,809	-	-	46,468,809
Hawthorne maintenance	1,466,982	-	-	-	1,466,982
Capital projects	-	-	7,043,765	-	7,043,765
Committed for:					
Infrastructure	44,000,000	-	-	-	44,000,000
Equipment replacement	3,000,000	-	-	-	3,000,000
Natural disasters	3,000,000	-	-	-	3,000,000
Capital maintenance	2,000,000	-	-	-	2,000,000
Future acquisitions and capital projects	3,000,000	-	-	-	3,000,000
Promissory note	300,000	-	-	-	300,000
Unassigned	16,306,537	-	-	-	16,306,537
Total Fund Balance	73,109,487	46,468,809	7,043,765	5,791,164	132,413,225
Total Liabilities and Fund Balance	\$ 76,776,755	\$ 50,569,973	\$ 9,986,852	\$ 5,791,164	\$ 143,124,744

The notes to the financial statements are an integral part of this statement.

Midpeninsula Regional Open Space District

Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position June 30, 2018

Total fund balance - governmental funds		\$ 132,413,225
Amounts reported in the Statement of Net Position are different because:		
Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in governmental funds.		
Capital assets at cost	\$ 479,769,749	
Accumulated depreciation	<u>(17,649,916)</u>	462,119,833
Principal on notes receivables are recorded as unearned revenue in the funds, which upon collection is a current financial resource. In the government-wide financial statements, repayment of the principal amount does not generate revenue in the statement of activities; therefore, unearned revenue is not recorded.		
		115,248
The difference between projected and actual amounts in pension and OPEB plans are not included in the plans' actuarial study until the next fiscal year and are reported as deferred outflows or inflows of resources in the statement of net position as follows:		
OPEB adjustments:		
Difference between actual and expected earnings		(82,400)
Contribution subsequent to measurement date		412,000
Pension adjustment		
Change in assumptions		2,365,101
Difference between actual and expected experience		(275,001)
Difference between actual and expected earnings		579,041
Difference between employer's contributions and proportionate share of contributions		1,924,035
Change in employer's proportion		(1,058,998)
Contribution subsequent to measurement date		2,283,789
Interest payable on long-term debt does not require the use of current financial resources and, therefore, is not reported in the governmental funds.		
		(2,504,291)
Discounts and premiums related to bond issues are recorded as other financing sources and uses in the fund financial statements but are recorded as assets or liabilities and amortized over the life of the bond in the statement of net position:		
Premium	\$ 26,838,674	
Issuance cost	<u>(522,658)</u>	(26,316,016)
Deferred loss on early retirement of long-term debt is recorded in the Statement of Net Position as a deferred outflow of resources and amortized on a straight line basis over the original life of the defeased bond.		
		10,240,823
Long-term liabilities are not due and payable in the current year and therefore are not reported as liabilities in the funds. Long-term liabilities at year-end consists of:		
Bonds	\$ 184,370,000	
Net pension obligations	11,022,824	
Promissory notes	34,466,518	
Compensated absences	1,723,930	
Annual net OPEB obligation	<u>1,845,000</u>	(233,428,272)
Total net position - governmental activities		<u>\$ 348,788,117</u>

The notes to the financial statements are an integral part of this statement.

Midpeninsula Regional Open Space District
Statement of Revenues, Expenditures and Changes in Fund Balance
Governmental Funds
For the Fiscal Year Ended June 30, 2018

	General Fund	Measure AA Capital Projects Fund	GF Capital Projects Fund	Debt Service Fund	Total Governmental Funds
Revenues:					
Property taxes	\$ 45,347,807	\$ -	\$ -	\$ 2,450,542	\$ 47,798,349
Grant income	553,281	1,059,436	-	-	1,612,717
Property management	1,576,379	-	-	-	1,576,379
Investment earnings	853,729	102,684	(37,855)	145,635	1,064,193
Other revenues	347,983	-	-	-	347,983
Total revenues	48,679,179	1,162,120	(37,855)	2,596,177	52,399,621
Expenditures:					
Current:					
Land preservation:					
Salaries and employee benefits	19,983,975	730,701	-	-	20,714,676
Services and supplies	7,475,205	24,468	11,251	-	7,510,924
Capital outlay	-	11,032,939	5,407,129	-	16,440,068
Debt service:					
Principal	-	-	-	5,716,067	5,716,067
Advance refunding escrow	-	-	-	676,232	676,232
Interest	-	-	-	5,720,001	5,720,001
Issuance cost	-	250,000	133,434	493,496	876,930
Total expenditures	27,459,180	12,038,108	5,551,814	12,605,796	57,654,898
Excess (deficiency) of revenues over (under) expenditures	21,219,999	(10,875,988)	(5,589,669)	(10,009,619)	(5,255,277)
Other financing sources (uses):					
Transfers in	-	-	-	9,409,095	9,409,095
Transfers out	(9,409,095)	-	-	-	(9,409,095)
Payment to refunded debt escrow agent	-	-	-	(27,659,551)	(27,659,551)
Issuance of refunding debt	-	-	-	25,025,000	25,025,000
Issuance of debt	-	50,000,000	11,220,000	-	61,220,000
Premium from debt issuances	-	-	1,413,434	6,832,305	8,245,739
Total other financing sources (uses)	(9,409,095)	50,000,000	12,633,434	13,606,849	66,831,188
Net changes in fund balance	11,810,904	39,124,012	7,043,765	3,597,230	61,575,911
Fund balance beginning	61,298,583	7,344,797	-	2,193,934	70,837,314
Fund balance ending	\$ 73,109,487	\$ 46,468,809	\$ 7,043,765	\$ 5,791,164	\$ 132,413,225

The notes to the financial statements are an integral part of this statement.

Midpeninsula Regional Open Space District
Reconciliation of the Governmental Funds
Statement of Revenues, Expenditures and Changes in Fund Balance
to the Statement of Activities
For the Fiscal Year Ended June 30, 2018

Total net change in fund balance - governmental funds		\$ 61,575,911
Capital outlays are reported in governmental funds as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense.		
Expenditures capitalized as capital assets	\$ 17,411,441	
Depreciation expense	(2,398,894)	
Loss on disposal of capital asset	<u>(26,553)</u>	14,985,994
Governmental funds do not report loss on disposal of capital assets. However, in the government-wide statement of activities and changes in net position, the cost to dispose of capital assets, net any proceeds, is accounted for as a special item.		
Repayment of notes receivable is reported as revenue in the governmental funds because financial resources were received and available during the fiscal year. In the statement of net position, the payment reduces the principal balance of notes receivable and does not generate revenue in the statement of activities.		
		(19,069)
Accreted interest on capital appreciation bonds is not recorded in the governmental funds but is required to be recorded under the accrual basis of accounting in the government wide financial statements.		
		(457,204)
The governmental funds report debt proceeds as an other financing source, while repayment of debt principal is reported as an expenditure. Interest is recognized as an expenditure in the governmental funds when it is due. The net effect of these differences in the treatment of long-term debt and related items is as follows:		
Proceeds from the issuance of general obligation and parity bonds	\$ (86,245,000)	
Bond premium capitalized	(8,245,739)	
Deferred loss on early retirement of refunded bonds	4,113,597	
Advance refunding of bonds	24,222,186	
Repayment of bond principal	4,590,000	
Repayment of promissory notes principal	<u>1,126,067</u>	(60,438,889)
Deferred loss on early retirement of long-term debt is amortized over the life of the debt in the statement of activities. Amortization expense is not reported in the governmental funds.		
		(590,802)
Prepaid issuance costs, discounts and premiums related to bond issues are recorded as other financing sources and uses in the fund financial statements but are recorded as assets or liabilities and amortized over the life of the bond in the statement of net position:		
Amortization of issuance costs and premiums - net		776,874
In the Statement of Activities, compensated absences are measured by the amount earned during the year. In governmental funds, however, expenditures for those items are measured by the amount of financial resources used (essentially the amounts paid). This year, vacation earned exceeded the amounts used.		
		93,617
In governmental funds, actual contributions to pension and OPEB plans are reported as expenditures in the year incurred. However, in the government-wide statement of activities, only the current year pension and OPEB expense as noted in the plans' valuation reports is reported as an expense, as adjusted for deferred inflows and outflows of resources.		
		(1,694,913)
Interest on long-term debt in the Statement of Activities differs from the amount reported in the governmental funds because interest is recognized as an expenditure in the funds when it is due and thus requires the use of current financial resources. In the Statement of Activities, however, interest expense is recognized as the interest accrues, regardless of when it is due.		
		<u>(548,291)</u>
Change in net position of governmental activities		<u>\$ 13,683,228</u>

The notes to the financial statements are an integral part of this statement.

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Notes to Financial Statements

Midpeninsula Regional Open Space District

Notes to the Basic Financial Statements

June 30, 2018

NOTE 1 - SIGNIFICANT ACCOUNTING POLICIES

A. General

The Midpeninsula Regional Open Space District (the District) was formed in 1972 to acquire and preserve public open space land in northern and western portions of Santa Clara County. In June 1976, the southern and eastern portions of San Mateo County were annexed to the District. The District annexed a small portion of the northern tip of Santa Cruz County in 1992. In September 2004, the District completed the Coastside Protection Program, which extended the District boundaries to the Pacific Ocean in San Mateo County, from the southern borders of Pacifica to the San Mateo/Santa Cruz County line.

B. Accounting Principles

The accounting policies of the District conform to generally accepted accounting principles as prescribed by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants (AICPA).

C. Reporting Entity

As required by generally accepted accounting principles, these basic financial statements present the Midpeninsula Regional Open Space District and its component unit. The component unit discussed in the following paragraph is included in the District's reporting entity because of the significance of their operational or financial relationships with the District.

Blended Component Unit. The District and the County of Santa Clara entered into a joint exercise of powers agreement dated May 1, 1996, creating the Midpeninsula Regional Open Space District Financing Authority (the Authority), pursuant to the California Government Code. The District is financially accountable for the Authority, as it appoints a voting majority of the governing board; is able to impose its will in the Authority; and the Authority provides specific financial benefits to, and imposes specific financial burdens on, the District. The Authority was formed for the sole purpose of providing financing assistance to the District to fund the acquisition of land to preserve and use as open space. As such, the Authority is an integral part of the District, and accordingly, all of the Authority's activity is blended within the accompanying debt service fund.

D. Basis of Presentation

Government-wide Financial Statements:

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the activities of the District. The Statement of Net Position reports all assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position.

The government-wide statements are prepared using the economic resources measurement focus. This approach differs from the manner in which governmental fund financial statements are prepared. Governmental fund financial statements, therefore, include the reconciliation with brief explanations to better identify the relationship between the government wide statements and the statements for the governmental funds.

Midpeninsula Regional Open Space District

Notes to the Basic Financial Statements

June 30, 2018

The government-wide statement of activities presents a comparison between direct expenses and program revenues for each function or program of the District's governmental activities. Direct expenses are those that are specifically associated with a service, program, or department and are therefore clearly identifiable to a particular function. The District does not allocate indirect expenses to functions in the statement of activities. Program revenues include charges paid by the recipients of goods or services offered by a program, as well as grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues are presented as general revenues of the District, with certain exceptions. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the District.

Fund Financial Statements:

Fund financial statements report detailed information about the District. The accounting and financial treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets, deferred outflows, current liabilities and deferred inflows are generally included on the balance sheet. The Statement of Revenues, Expenditures, and Changes in Fund Balance for these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

E. 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 accrual basis of accounting. Governmental funds use the modified accrual basis of accounting.

Revenues - Exchange and Non-exchange Transactions:

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded under the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the fiscal period in which the resources are measurable and become available. "Available" means the resources will be collected within the current fiscal period or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal period. For the District, "available" means collectible within the current period or within 90 days after period-end.

Non-exchange transactions, in which the District receives value *without* directly giving equal value in return, include property taxes, grants, and entitlements. Under the accrual basis, revenue from property taxes is recognized in the fiscal period for which the taxes are levied. Revenue from grants and entitlements is recognized in the fiscal period in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the period when the resources are to be used or the fiscal period when use is first permitted; matching requirements, in which the District must provide local resources to be used for a specific purpose; and expenditure requirements, in which the resources are provided to the District on a reimbursement basis. Under the modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

Midpeninsula Regional Open Space District

Notes to the Basic Financial Statements

June 30, 2018

Deferred Outflows/Deferred Inflows:

A deferred outflow of resources is defined as a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expenses/expenditure) until then. A deferred inflow of resources is defined as an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenues) until that time.

When applicable, unamortized portions of the gain and loss on refunding debt are reported as deferred inflows and deferred outflows of resources, respectively. Deferred outflows and inflows of resources are reported for the changes related to benefit plans. In addition, when an asset is recorded in governmental fund financial statements but the revenue is not available, a deferred inflow of resources is reported until such time as the revenue becomes available.

Unearned Revenue:

Unearned revenue arises when assets are received before revenue recognition criteria have been satisfied. Grants and entitlements received before eligibility requirements are met are recorded as deferred inflows from unearned revenue. In the governmental fund financial statements, receivables associated with non-exchange transactions that will not be collected within the availability period have been recorded as deferred inflows from unearned revenue.

Expenses/Expenditures:

On the accrual basis of accounting, expenses are recognized at the time a liability is incurred. On the modified accrual basis of accounting, expenditures are generally recognized in the accounting period in which the related fund liability is incurred, as under the accrual basis of accounting. However, under the modified accrual basis of accounting, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due. Allocations of cost, such as depreciation and amortization, are not recognized in the governmental funds. When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

F. Fund Accounting

The accounts of the District are organized into four funds with a separate set of self-balancing accounts that comprise of the District's assets, deferred outflows, liabilities, deferred inflows, fund balance, revenues, and expenditures.

Major funds are defined as funds that have either assets, liabilities, revenues or expenditures/expenses equal to ten percent of their fund-type total and five percent of the grand total. The General Fund is always a major fund. The District may also select other funds it believes should be presented as major funds.

The District reported all of its funds as major governmental funds in the accompanying financial statements:

General Fund. The General Fund is the general operating fund of the District. It is used to account for all financial resources. The major revenue sources for this fund are property taxes, grant revenues and interest income. Expenditures are made for land preservation and other operating expenditures.

Midpeninsula Regional Open Space District

Notes to the Basic Financial Statements

June 30, 2018

Measure AA Capital Projects Fund. The Measure AA Capital Projects Fund is used to account for resources from bond proceeds and expenditures for capital projects related to the Measure AA GO Bond.

GF Capital Projects Fund. GF Capital Projects Fund is used to account for expenditures for capital projects not related to any other capital projects funds.

Debt Service Fund. The Debt Service Fund is used to account for accumulation of resources for, and the payment of long-term debt principal, interest and related costs. Resources are provided by General Fund transfers and interest income on unspent funds.

G. Budgets and Budgetary Accounting

The District's Board of Directors adopts an annual operating budget for the District by major fund, on or before June 30, for the ensuing fiscal period. The Board of Directors 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.

H. Assets, Liabilities, and Equity

1. Cash and Cash Equivalents

The District's cash deposits are considered to be cash on hand and cash in banks. Cash and Cash Equivalents are generally considered short-term, highly liquid investments with a maturity of three months or less from the purchase date.

2. Investments

Investments are recorded at fair value in accordance with GASB Statement No. 72, Fair Value Measurement and Application. Accordingly, the change in fair value of investments is recognized as an increase or decrease to investment assets and investment income.

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction. In determining this amount, three valuation techniques are available:

- Market approach - This approach uses prices generated for identical or similar assets or liabilities. The most common example is an investment in a public security traded in an active exchange such as the NYSE.
- Cost approach - This technique determines the amount required to replace the current asset. This approach may be ideal for valuing donations of capital assets or historical treasures.
- Income approach - This approach converts future amounts (such as cash flows) into a current discounted amount.

Each of these valuation techniques requires inputs to calculate a fair value. Observable inputs have been maximized in fair value measures, and unobservable inputs have been minimized.

Midpeninsula Regional Open Space District

Notes to the Basic Financial Statements

June 30, 2018

3. Prepaid Expenditures

The District has the option of reporting expenditures in governmental funds for prepaid items either when purchased or during the benefiting period. The District has chosen to report the expenditure during the benefiting period.

4. Capital Assets

Capital assets, which include land, buildings and improvements, furniture, equipment, and construction in progress, are reported in the government-wide financial statements. Capital assets are valued at cost when historical records are available and at an estimated historical cost when no historical records exist. Donated capital assets are valued at their estimated fair market value on the date received. Donated works of art and similar items and capital assets received in service concession arrangements are reported at acquisition value. The District utilizes a capitalization threshold of \$1 for land, \$25,000 for equipment, fixtures and vehicles, \$50,000 for infrastructure, improvements, buildings and structures.

Projects under construction are recorded at cost as construction in progress and transferred to the appropriate asset account when substantially complete. Costs of major improvements and rehabilitation of buildings are capitalized. Repair and maintenance costs are charged to expense when incurred. Equipment disposed of, or no longer required for its existing use, is removed from the records at actual or estimated historical cost, net of accumulated depreciation.

All capital assets, except land and construction in progress, are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Structures/Improvements	50
Public Access Infrastructure	20 - 50
Equipment/Fixtures	5 - 20
Vehicles	5
Software	5 - 10

5. Compensated Absences

In accordance with the District's memorandum of understanding with various employee groups, employees accrue fifteen days of vacation during the first nine years of service, twenty days between service years 10 and fourteen, twenty-one days between service years fifteen and nineteen, twenty-three days between service years twenty and twenty-four, and twenty-five days after twenty-five years of service. An employee may accumulate vacation time earned to a maximum of two times the amount of his/her annual vacation accrual.

Midpeninsula Regional Open Space District

Notes to the Basic Financial Statements

June 30, 2018

Full-time employees accrue twelve days of sick leave: annually from the date of employment. An employee may accumulate sick leave time earned on an unlimited basis. Upon resignation, separation from service, or retirement from District employment, workers in good standing with ten or more years of District employment shall receive a cash payment of the equivalent cash value of accrued sick leave as follows:

Years of Employment	Percentage of equivalent cash value of accrued sick leave
15-20	20%
16-20	25%
21 or more	30%

An employee hired before June 30, 2006, who retires from the District shall receive a cash payment of the percentage of equivalent cash value or accrued sick leave based on years of employment as described above, and apply the remainder of the equivalent cash value toward his/her cost of retiree medical plan premiums and/or other qualified medical expenses. Upon retirement, the amount qualified and designated for retiree medical costs shall be deposited in the Retiree Health Savings (RHS) plan, set up by the District. The cost for maintaining the retiree's RHS account and the annual fee for the reimbursement process of qualified medical expenses will be paid for by the retiree.

An employee hired on or after July 1, 2006, who retires from the District may elect to receive only a cash payment of the percentage of equivalent cash value of accrued sick leave based on years of employment as described above. In all cases the equivalent cash value of accrued sick leave will be based on current rate of pay as of the date of separation from District employment.

The District accrues for all salary-related items in the government-wide statements for which they are liable to make a payment directly and incrementally associated with payments made for compensated absences on termination. Compensated absences are liquidated by the fund that has recorded the related liability. The long-term portion of governmental activities compensated absences is liquidated primarily by the General Fund.

6. Long-Term/Noncurrent Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the Statement of Net Position.

7. Debt Discount and Issuance Costs

Debt discounts, premiums, and prepaid issuance costs are capitalized as an offset to long-term debt and amortized using the straight line method over the life of the related debt. Issuance costs for the District's tax-exempt commercial paper short-term borrowings are expensed as incurred.

Midpeninsula Regional Open Space District

Notes to the Basic Financial Statements

June 30, 2018

8. Fund Balance Classifications

In accordance with Government Accounting Standards Board 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, the District classifies governmental fund balances as follows:

- *Nonspendable* fund balance includes amounts that cannot be spent either because it is not in spendable form or because of legal or contractual constraints.
- *Restricted* fund balance includes amounts that are constrained for specific purposes which are externally imposed by providers, such as creditors or amounts constrained due to constitutional provisions or enabling legislation.
- *Committed* fund balances 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 does not lapse at period-end. Committed fund balances are imposed by the District's Committed fund balances were imposed by the District's Board of Directors resolution. Any changes to committed fund balance requires the approval of two-thirds of the Board.

Committed fund balances were imposed by the District's Board of Directors as follows:

- Infrastructure: \$44 million; projected minimum requirement for expansion of field and office facilities over the next five years.
- Equipment Replacement: \$3 million; projected requirement for equipment and vehicle replacement based on the amount of accumulated depreciation recorded on capital assets in service.
- Natural Disasters: \$3 million; amounts committed to respond quickly to a major fire, earthquake or flood.
- Future acquisitions and capital projects: \$3 million; amounts committed to reserve for future capital acquisitions.
- Capital maintenance: \$2 million; amounts committed to reserve for future capital repairs and maintenance.
- Promissory Note: \$0.3 million; amounts committed to payment of promissory note.
- *Assigned* fund balance includes amounts that are intended to be used for specific purposes that are neither considered restricted or committed. Fund balance may be assigned by the General Manager, pursuant to Board Policy 3.07, if authorized by the Board of Directors to make such designations.
- *Unassigned* fund balance includes positive amounts within the general fund which has not been classified within the above mentioned categories and negative fund balances in other governmental funds.

Midpeninsula Regional Open Space District

Notes to the Basic Financial Statements

June 30, 2018

The District 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, the District would first use committed, then assigned, and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

9. Net Position

Net position represents the difference between assets, deferred outflows of resources, liabilities and deferred inflows of resources. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction or improvement of those assets. In addition, deferred outflows of resources and deferred inflows of resources that are attributable to the acquisition, construction, or improvement of those assets or related debt also are included in the net investment in capital assets component of net position. Net position is reported as restricted when there are limitations imposed on its use either through the enabling legislation adopted by the District or through external restrictions imposed by creditors, grantors, laws or regulations of other governments. The District applies restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

Unrestricted net position reflect amounts that are not subject to any donor-imposed restrictions. This class also includes restricted contributions whose donor-imposed restrictions were met during the fiscal period. A deficit unrestricted net position may result when significant cash balances restricted for capital projects exist. Once the projects are completed, the restriction on these assets are released and converted to capital assets.

10. Pension

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Agency's California Public Employees' Retirement System (CalPERS) plan (the Plan) and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Plan member contributions are recognized in the period in which the contributions are due. Investments are reported at fair value.

GASB Statement No. 68, Accounting and Financial Reporting for Pensions - an amendment of GASB Statement No. 27 (GASB Statement No. 68) requires that the reported results pertain to liability and asset information within certain defined timeframes. Liabilities are based on the results of actuarial calculations performed as of June 30, 2016. For this report, the following timeframes are used for the District's pension plans:

Valuation Date (VD)	June 30, 2016
Measurement Date (MD)	June 30, 2017
Measurement Period (MP)	June 30, 2016 to June 30, 2017

Midpeninsula Regional Open Space District

Notes to the Basic Financial Statements

June 30, 2018

11. Other Postemployment Benefits Other Than Pensions (OPEB)

For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense information about the fiduciary net position of the District's Retiree Benefits Plan (the Plan) and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by the Plan. For this purpose, the Plan recognizes benefit payments when due and payable in accordance with the benefit terms.

12. Property Taxes

The District receives property tax revenue from Santa Clara and San Mateo Counties (the Counties). The Counties are responsible for assessing, collecting and distributing property taxes in accordance with state law. Secured property taxes are recorded as revenue when apportioned, in the fiscal period of the levy. The counties apportion secured property tax revenue in accordance with the alternate method of distribution prescribed by Section 4705 of the California *Revenue and Taxation Code*. This alternate method provides for crediting each applicable fund with its total secured taxes upon completion of the secured tax roll - approximately October 1 of each year. Taxes are levied annually on July 1st, and one-half are due by November 1st and one-half by February 1st. Taxes are delinquent after December 10th and April 10th, respectively. Supplemental property taxes are levied on a pro-rata basis when changes in assessed valuation occur due to the completion of construction or sales transactions. Liens on real property are established on January 15th for the ensuing fiscal period.

On June 30, 1993, the Board of Supervisors adopted the "Teeter" method of property tax allocation. This method allocates property taxes based on the total property tax billed. At year-end, the Counties advances cash to each taxing jurisdiction equal to its current year delinquent taxes. Once the delinquent taxes are collected, the revenue from penalties and interest remains with each County and is used to pay the interest cost of borrowing the cash used for the advances.

13. Accounting Estimates

The presentation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

I. Implemented New Accounting Pronouncements

GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*. - The provisions in Statement 75 are effective for the fiscal year ended June 30, 2018. The primary objective of this Statement is to improve accounting and financial reporting by state and local governments for postemployment benefits other than pensions (other postemployment benefits or OPEB). It also improves information provided by state and local governmental employers about financial support for OPEB that is provided by other entities. This Statement replaces the requirements of Statements No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*, as amended, and No. 57, *OPEB Measurements by Agent Employers and Agent Multiple-Employer Plans*, for OPEB. Statement No. 74, *Financial*

Midpeninsula Regional Open Space District

Notes to the Basic Financial Statements

June 30, 2018

Reporting for Postemployment Benefit Plans Other Than Pension Plans, establishes new accounting and financial reporting requirements for OPEB plans.

The scope of this Statement addresses accounting and financial reporting for OPEB that is provided to the employees of state and local governmental employers. This Statement establishes standards for recognizing and measuring liabilities, deferred outflows of resources, deferred inflows of resources, and expense/expenditures. For defined benefit OPEB, this Statement identifies the methods and assumptions that are required to be used to project benefit payments, discount projected benefit payments to their actuarial present value, and attribute that present value to periods of employee service. Note disclosure and required supplementary information requirements about defined benefit OPEB also are addressed.

In addition, this Statement details the recognition and disclosure requirements for employers with payables to defined benefit OPEB plans that are administered through trusts that meet the specified criteria and for employers whose employees are provided with defined contribution OPEB. This Statement also addresses certain circumstances in which a nonemployer entity provides financial support for OPEB of employees of another entity.

In this Statement, distinctions are made regarding the particular requirements depending upon whether the OPEB plans through which the benefits are provided are administered through trusts that meet the following criteria:

- Contributions from employers and nonemployer contributing entities to the OPEB plan and earnings on those contributions are irrevocable.
- OPEB plan assets are dedicated to providing OPEB to plan members in accordance with the benefit terms.
- OPEB plan assets are legally protected from the creditors of employers, nonemployer contributing entities, the OPEB plan administrator, and the plan members.

As of June 30, 2018, according to GASB 75, the District's net OPEB liability must be recognized. Therefore, the previous net OPEB liability as of June 30, 2017 in the amount of \$1,898,023 has been shown as a restatement of net position on the Statement of Activities as a separate line item.

GASB Statement No. 86, *Certain Debt Extinguishment Issues*. - The primary objective of this Statement is to improve consistency in accounting and financial reporting for in-substance defeasance of debt by providing guidance for transactions in which cash and other monetary assets acquired with only existing resources—resources other than the proceeds of refunding debt—are placed in an irrevocable trust for the sole purpose of extinguishing debt. This Statement also improves accounting and financial reporting for prepaid insurance on debt that is extinguished and notes to financial statements for debt that is defeased in substance. The requirements of this Statement are effective for financial statements for periods beginning after June 15, 2017. Earlier application is encouraged.

This statement did not have an impact on the District's financial statements.

J. Upcoming Accounting and Reporting Changes

GASB Statement No. 83, *Certain Asset Retirement Obligations*. - This Statement addresses accounting and financial reporting for certain asset retirement obligations (AROs). An ARO is a legally enforceable liability associated with the retirement of a tangible capital asset. A government

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that has legal obligations to perform future asset retirement activities related to its tangible capital assets should recognize a liability based on the guidance in this Statement. The requirements of this Statement are effective for financial statements for periods beginning after June 15, 2018. Earlier application is encouraged.

The District doesn't believe this statement will have a significant impact on the District's financial statements.

GASB Statement No. 84, *Fiduciary Activities*. - The objective of this Statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported.

This Statement establishes criteria for identifying fiduciary activities of all state and local governments. The focus of the criteria generally is on (1) whether a government is controlling the assets of the fiduciary activity and (2) the beneficiaries with whom a fiduciary relationship exists. Separate criteria are included to identify fiduciary component units and postemployment benefit arrangements that are fiduciary activities. The requirements of this Statement are effective for financial statements for periods beginning after December 15, 2018. Earlier application is encouraged.

The District doesn't believe this statement will have a significant impact on the District's financial statements.

GASB issued Statement No. 87, *Leases*. - The objective of this statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. The requirements of this statement are effective for the District's fiscal year ending June 30, 2021.

The District doesn't believe this statement will have a significant impact on the District's financial statements.

GASB Statement No. 88, *Certain Disclosures Related to Debt, Including Direct Borrowings and Direct Placements*. - This Statement addresses additional information to be disclosed in the notes to the financial statements regarding debt, including unused lines of credit; assets pledged as collateral for the debt; and terms specified in debt agreements related to significant events of default with finance-related consequences, significant termination events with finance-related consequences, and significant subjective acceleration clauses. The requirements of this Statement are effective for financial statements for periods beginning after June 15, 2018. Earlier application is encouraged.

The District doesn't believe this statement will have a significant impact on the District's financial statements.

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GASB Statement No. 89, Accounting for Interest Cost Incurred Before the End of the Construction Period. - This Statement addresses interest costs incurred before the end of a construction period be recognized as an expense in the period in which the cost is incurred for financial statements prepared using the economic resources measurement focus. As a result, interest cost incurred before the end of a construction period will not be included in the historical cost of a capital asset reported in a business-type activity or enterprise fund. The requirements of this Statement are effective for financial statements for periods beginning after December 15, 2019. Earlier application is encouraged.

The District doesn't believe this statement will have a significant impact on the District's financial statements.

NOTE 2 - CASH AND INVESTMENTS

Summary of Cash and Investments

The following summarizes deposits as of June 30, 2018:

Cash and Investments	Cash and Cash Equivalents Available for Operations	Restricted	Total
Cash Deposits:			
Cash in Banks	\$ 153,745	\$ 45,000	\$ 198,745
Petty Cash	1,500	-	1,500
Total Cash Deposits	155,245	45,000	200,245
Investments:			
California Local Agency Investment Fund	364,810	-	364,810
CalTRUST	-	1,541,018	1,541,018
Brokerage Accounts/Cash with Fiscal Agents	16,827,082	62,308,237	79,135,319
Santa Clara County Pool	49,236,144	2,073,806	51,309,950
Total Investments	66,428,036	65,923,061	132,351,097
Total Cash and Investments	\$ 66,583,281	\$ 65,968,061	\$ 132,551,342

Cash in Banks

Cash balances in banks are insured up to \$250,000 per insured bank by the Federal Deposit Insurance Corporation ("FDIC"). The District's accounts are held with various banks. As of June 30, 2018, the District's bank balances exceeded FDIC coverage by \$295,436.

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Fair Value Measurements

GASB 72 established a hierarchy of inputs to the valuation techniques above. This hierarchy has three levels:

- Level 1 inputs are quoted prices in active markets for identical assets or liabilities.
- Level 2 inputs are quoted market prices for similar assets or liabilities, quoted prices for identical or similar assets or liabilities in markets that are not active, or other than quoted prices that are not observable
- Level 3 inputs are unobservable inputs, such as a property valuation or an appraisal.

The District has the following investments with recurring fair value measurements as of June 30, 2018:

Investment Type	Rating	Fair Value	Input Level	Maturities				Concentrations
				12 Months or Less	13 - 24 Months	25 - 60 Months	More Than 60 Months	
Money Market Accounts	n/a	\$ 2,862,722	n/a	\$ 2,862,722	\$ -	\$ -	\$ -	2.16%
Mutual Funds	n/a	-	Level 2	-	-	-	-	0.00%
Municipal Bonds	AAA/A-	14,434,065	Level 2	3,468,263	2,812,818	6,892,840	1,260,144	10.91%
Corp/Gov Bonds	AAA/A-	46,486,163	Level 1	17,035,248	13,480,269	15,970,646	-	35.12%
LAIF	n/a	364,810	Level 2	364,810	-	-	-	0.28%
CalTrust	A+f	1,541,018	Level 2	-	-	1,541,018	-	1.16%
Santa Clara County Pool	n/a	51,309,950	Level 2	25,931,443	12,111,863	13,266,644	-	38.77%
U.S. Obligations	AA+/A-	15,352,369	Level 1	2,498,624	9,765,007	3,088,738	-	11.60%
Total Investments		<u>\$ 132,351,097</u>		<u>\$ 52,161,110</u>	<u>\$ 38,169,957</u>	<u>\$ 40,759,886</u>	<u>\$ 1,260,144</u>	<u>100.00%</u>

Cash in Santa Clara County Treasury

Santa Clara County is a fiscal agent of the District. The fair value of the District's investment in the county pool is reported at amounts based on the District's pro-rata share of the fair value provided by the County Treasurer for the entire portfolio (in relation to the amortized cost of the portfolio). The balance available for withdrawal is based on the accounting records maintained by the County Treasurer, which is recorded on the amortized costs basis. Santa Clara County investment pool funds were available for withdrawal on demand and had an average maturity date of less than one year.

All cash and investments are stated at fair value. Pooled investment earnings are allocated monthly based on the average cash and investment balances of the various funds of the County.

California Local Agency Investment Fund

The District is a participant in the Local Agency investment Fund (LAIF) that is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. The District reports its investment in LAIF at the fair value amount provided by LAIF, which is the same as the value of the pool share. The balance is available for withdrawal on demand, and is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis. Included in LAIF's investment portfolio are collateralized mortgage obligations, mortgage-backed securities, other asset-backed securities, loans to certain state funds, and floating rate securities issued by federal agencies, government-sponsored enterprises, United States Treasury Notes and Bills, and corporations. At June 30, 2018, these investments had an average maturity date of less than one year.

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Investment Trust of California

The District is a participant in the Investment Trust of California (CalTRUST) which is a California joint powers authority that has been established by its members pursuant to an agreement. The California Government Code provides that Public Agencies may purchase shares of beneficial interest issues by a joint powers authority, such as CalTRUST, organized pursuant to the Section 6500 of the Act. The District reports its investment in CalTRUST at the fair value amount provided by CalTRUST. The District participates in the Medium-Term Fund with CalTRUST. The balance in this Medium-Term Fund is available for withdrawal once a week (on Wednesdays), and is based on the net asset value per share on the Wednesday of each week. Included in CalTRUST's investment portfolio for the Medium-Term Fund are collateralized mortgage obligations, mortgage-backed securities, other asset-backed securities, loans to certain state funds, and floating rate securities issued by federal agencies, government-sponsored enterprises, United States Treasury Notes and Bills, and corporations. At June 30, 2018, these investments had an average maturity date of 1.5 to 3.5 years.

Investments Authorized by Debt Agreements

The District must maintain required amounts of cash and investments with trustees or fiscal agents under the terms of certain debt issues. These funds are used if the District fails to meet its obligations under these debt issues.

Restricted for Debt Service

As of June 30, 2018, the District had \$3,711,506 held by Zions bank as trustee, pledged to the payment or security of its outstanding bond issues. The District also had money held by the Bank of New York during the period (zero balance at period-end) which was pledged to the payment or security of its outstanding bonds. All transactions associated with debt service were administered by the Bank.

Cash Restricted for Hawthorne Property Maintenance

On November 10, 2011, the District received the gift of the 79 acre Hawthorne property, in Portola Valley, California, and an endowment of \$2,018,445 to manage the property in perpetuity. The cash balance restricted for this purpose at June 30, 2018 was \$1,466,982.

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Policies and Practices

The District's Investment Policy and the California Government Code allow the District to invest in the following, provided the credit ratings of the issuers are acceptable to the District and approved percentages and maturities are not exceeded. The table below also identifies certain provisions of the California Government Code or the District's Investment Policy where it is more restrictive:

Authorized Investment Type	Maximum Remaining Maturity	Maximum Percentage of Portfolio	Maximum Investment in one Issuer
Medium Term Notes	5 years	30%	No Limit
Money Market and Mutual Funds	N/A	20%	10%
U.S. Treasury Obligations	5 years	No Limit	No Limit
Federal Agency Securities	5 years	No Limit	No Limit
Banker's Acceptance	180 days	40%	30%
Commercial Paper	270 days	25%	10%
Negotiable Certificates of Deposit	5 years	30%	No Limit
Repurchase Agreements	1 year	No Limit	No Limit
Reverse Repurchase Agreements	92 days	20%	No Limit
Local Agency Investment Fund (LAIF)	N/A	\$40 million per account	No Limit

a) Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to the changes in market interest rates. The District manages its exposure to interest rate risk by investing in the Santa Clara County investment pool and LAIF, which had fair values of approximately \$7.5 billion and \$90 billion, respectively as of June 30, 2018, and diversifying its investments, as noted above, through the utilization of brokers.

b) Credit Risk

Credit risk is the risk of loss due to the failure of the security issuer. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The investment with the County's investment pool is governed by the County's general investment policy. The County's investments in 2018 included U.S. government securities or obligations explicitly guaranteed by the U.S. government that are not considered to have credit risk exposure. See the schedule above for a summary of the District's ratings by investment type.

c) Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a policy for custodial credit risk for deposits. However, the California Government code requires that a financial institution secure deposits made by State or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under State law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110 percent of the total amount deposited by the public agencies. California law also allows financial institutions to secure public deposits by

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pledging first trust deed mortgage notes having a value of 150 percent of the secured public deposits and letters of credit issued by the Federal Home Loan Bank of San Francisco having a value of 105 percent of the secured deposits.

d) Concentration of Credit Risk

Concentration of credit risk is the risk of loss attributed to the magnitude of an investor's holdings in a single issuer. The District's investment in the County's commingled pool is diversified by the County Treasurer by limiting the percentage of the portfolio that can be invested in any one issuer's name. Investments in U.S. Treasuries, U.S. Agency securities explicitly backed by the U.S., and mutual and pooled funds are not subject to this limitation.

More than 5% of the County's commingled pooled investments are invested with the Federal National Mortgage Association, Federal Home Loan Bank, Federal Home Loan Mortgage Corporation, and Federal Farm Credit Bank.

NOTE 3 - INTERFUND TRANSACTIONS

Interfund Receivables and Payables

Interfund transactions are reported as loans or transfers. The District utilizes interfund transactions to account for funding received by the General Fund which is then distributed to the other funds for special uses, such as payment of debt or capital project and to supplement other funding sources. Loans are reported as interfund receivables and payables, as appropriate, and are subject to elimination upon consolidation.

The following interfund loans were outstanding at fiscal year end June 30, 2018:

Fund	Due from Other Funds	Due to Other Funds
General Fund	\$ 5,119,189	\$ 1,654,787
Measure AA Capital Projects Fund	1,285,387	3,425,015
GF Capital Projects Fund	674,707	2,005,333
Debt Service Fund	5,852	-
Total	<u>\$ 7,085,135</u>	<u>\$ 7,085,135</u>

At June 30, 2018, interfund transfers consisted of the following:

Fund	Transfer In	Transfer Out
General Fund	\$ -	\$ 9,409,095
Debt Service Fund	9,409,095	-
Total	<u>\$ 9,409,095</u>	<u>\$ 9,409,095</u>

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NOTE 4 - NOTES RECEIVABLE

On December 17, 1997, the District sold the title to and possession of a 50-year fee determinable estate 10-acre parcel near the Skyline Ridge Open Space Preserve. The District financed the purchase in the amount of \$288,800 over 25 years at a rate of 10% per annum. Monthly principal and interest payments of \$2,634 are due on the 1st of each month and late if not paid by the 10th, with the final payment scheduled December 1, 2022. The outstanding balance at June 30, 2018 was \$115,248.

NOTE 5 - CAPITAL ASSETS AND DEPRECIATION

Capital asset activity for the period ended June 30, 2018 is shown below:

Capital Assets	Balance June 30, 2017	Additions	Deletions/ Adjustments	Balance June 30, 2018
Non-depreciable:				
Land	\$ 407,986,151	\$ 6,561,290	\$ -	\$ 414,547,441
Construction in Progress	19,020,245	9,051,138	(19,475,086)	8,596,297
Total Non-Depreciable	427,006,396	15,612,428	(19,475,086)	423,143,738
Depreciable:				
Structure and Improvements	15,604,717	1,039,891	-	16,644,608
Infrastructure	13,433,155	19,207,013	-	32,640,168
Equipment	1,993,815	339,642	-	2,333,457
Vehicles	4,509,308	687,553	(189,083)	5,007,778
Total Depreciable	35,540,995	21,274,099	(189,083)	56,626,011
Less Accumulated Depreciation for:				
Structure and Improvements	(8,889,420)	(435,131)	-	(9,324,551)
Infrastructure	(2,958,829)	(1,169,255)	-	(4,128,084)
Equipment	(1,189,263)	(154,643)	-	(1,343,906)
Vehicles	(2,376,040)	(639,865)	162,530	(2,853,375)
Total Accumulated Depreciation	(15,413,552)	(2,398,894)	162,530	(17,649,916)
Total Depreciable Capital Assets - Net	20,127,443	18,875,205	(26,553)	38,976,095
Total Capital Assets - Net	\$ 447,133,839	\$ 34,487,633	\$(19,501,639)	\$ 462,119,833

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Notes to the Basic Financial Statements

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NOTE 6 - LONG-TERM DEBT

The following is a summary of the changes in long-term debt for the period ended June 30, 2018:

Long-term Obligations	Beginning Balance	Additions	Deductions	Ending Balance	Due Within One Year
Promissory Notes:					
Current Interest	\$ 38,171,066	\$ -	\$ 12,731,067	\$ 25,439,999	\$ 1,200,000
Capital Appreciation	15,474,708	-	8,894,106	6,580,602	-
Accreted interest	5,114,953	457,204	3,126,240	2,445,917	-
Unamortized Bond Premium	6,334,537	-	1,031,779	5,302,758	-
Subtotal Promissory Notes	65,095,264	457,204	25,783,192	39,769,276	1,200,000
Bonds:					
Current Interest	102,715,000	86,245,000	4,590,000	184,370,000	5,280,000
Unamortized Bond Premium	14,140,465	8,245,739	850,288	21,535,916	-
Subtotal Bonds	116,855,465	94,490,739	5,440,288	205,905,916	5,280,000
Net Pension Obligation	10,121,906	900,918	-	11,022,824	-
Net OPEB	-	1,845,000	-	1,845,000	-
Compensated Absences	1,817,547	1,314,930	1,408,547	1,723,930	1,723,930
Total Long-term Obligations	\$ 193,890,182	\$ 99,008,791	\$ 32,632,027	\$ 260,266,946	\$ 8,203,930

Promissory Notes

Daloia Land Purchase Contract Promissory Note

During the fiscal year ending 2003 the District entered into a land purchase contract promissory note in the amount of \$240,000. The promissory note bears interest at a fixed rate of 6.25% and matured October 10, 2017.

Hunt Living Trust Promissory Note

On April 1, 2003, the District entered into a \$1,500,000 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 5.0% per annum until the maturity, or prior redemption, of the note.

2012 Refunding Promissory Notes

On January 19, 2012, the District advance refunded \$34,652,643 in 1999 lease revenue bonds by issuing \$31,264,707 in promissory notes. The 2012 notes bear interest rates ranging from 2.00% to 6.04%. The notes are a blend of current interest and capital appreciation notes maturing through 2042. The net proceeds of \$33,295,663 (after payment of \$278,683 in underwriting fees, insurance, and other issuance costs and a premium of \$2,309,638) were used to purchase U.S government securities. Those securities 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. The 2012 Refunding Promissory Notes were partially defeased during fiscal year 2018 with issuance of the 2017 Refunding Bond as noted below.

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2015 Refunding Promissory Notes

On January 22, 2015, the District advance refunded \$29,986,962 in 2004 Revenue Bonds by issuing \$28,578,500 in promissory notes. The 2015 notes bear interest rates ranging from 2.00% to 5.00%. The notes are current interest notes maturing through 2035. The net proceeds of \$28,325,491 (after payment of \$253,009 in underwriting fees, insurance, and other issuance costs and a premium of \$4,948,500) were used to purchase U.S. government securities. Those securities were deposited in an irrevocable trust with an escrow agent to provide for all future debt service payments on the 2004 Revenue Bonds. As a result, the 2004 Revenue Bonds are considered to be defeased and the liability for those bonds has been removed from the long-term debt in the financial statements.

Revenue and General Obligation Bonds

2011 Revenue Bonds

On May 19, 2011, the Authority, on behalf of the District, issued \$20,500,000 of 2011 Revenue Bonds for the purpose of acquiring land to preserve and use as open space and pay bond issue and related costs. The Bonds are not general obligations. Each period, the District will appropriate revenues—mainly limited properly tax collections that Santa Clara County and San Mateo County allocate to the District—to pay its obligations under a Lease Agreement for use and occupancy of District land in addition to other District debt and lease obligations unrelated to this financing. The Current Interest Bonds bear interest at 2.0% to 6.0% and are due semi-annually on March 1 and September 1. Principal payments on the Current Interest Bonds are due annually September 1. This Bond was partially defeased during fiscal year 2017 with issuance of the 2016 Refunding Series A and B Green Bonds as noted below.

2015A and 2015B General Obligation Bonds

On July 29, 2015, the District issued \$40,000,000 of 2015A general obligation bonds and \$5,000,000 of 2015B federally taxable general obligation bonds to finance certain projects authorized by voters. The bonds bear interest from 1.5% to 5% and are due semi-annually on March 1 and September 1. The bonds were issued at a premium of \$2,559,224 with an underwriter's discount of \$107,599 and issuance costs of \$170,000.

2016A and 2016B Refunding Green Bonds

On September 8, 2016 the District issued \$54,490,000 of 2016 Refunding Series A and \$2,920,000 2016 Refunding Series B Green Bonds for the purpose of refunding its outstanding obligations under the 2007 Series A Revenue Refunding Bonds and prepay a portion of its obligations under the 2011 Lease Revenue Bonds. As a result, the 2007 Series A Revenue Refunding Bonds and the 2011 Lease Revenue Bonds are considered to be defeased and the liability for those bonds has been removed from the government-wide financial statement of net position.

The refunding resulted in a difference between the reacquisition price and the net carrying amount of the old debt of \$5,032,161, which is reported as a deferred outflow on the government-wide statement of net position. This difference, reported in the accompanying financial statements as a deduction from bonds payable, is being charged to operations through fiscal year 2036 using the straight-line method. The District completed the refunding to obtain an economic gain (difference between the present value of the old and the new debt service payments) of \$12,694,440.

The 2016 Refunding Green Bonds Series A bears interest from 2.0% to 5.0% and the Series B bears interest of 0.73%. Interest for both Series A and B are due semi-annually on March 1 and September 1.

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Principal payments for Series A begins September 2017 and are due annually thereafter until September 2036. Series B has only one principal payment in September 2017.

2017 Series A Refunding Green Bonds

On December 13, 2017 the District issued \$25,025,000 of 2017 Refunding Green Bonds for the purpose of partially refunding its outstanding obligations under the 2012 Refunding Promissory Notes. The proceeds of the 2017 Refunding Green Bonds, together with \$676,232 of other District funds, were used to defease and redeem \$11,605,000 principal amount of the District's outstanding 2012 Current Interest Notes and \$8,894,106 initial principal of the District's outstanding 2012 Capital Appreciation Notes, collectively, the 2012 Refunding Promissory Notes. The amounts defeased have been removed from the government-wide financial statement of net position.

The refunding resulted in a difference between the reacquisition price and the net carrying amount of the old debt of \$4,113,597, which is reported as a deferred outflow on the government-wide statement of net position. This difference, reported in the accompanying financial statements as a deduction from bonds payable, is being charged to operations through fiscal year 2033 using the straight-line method. The District completed the refunding to obtain an economic gain (difference between the present value of the old and the new debt service payments) of \$8,882,524.

The 2017 Refunding Green Bonds bears interest from 3.125% to 5.0%. Interest is due semi-annually on March 1 and September 1. Principal payments begin September 2025 and are due annually thereafter until September 2037.

2017 Series B Parity Bonds

On December 13, 2017, the District issued \$11,220,000 of 2017 parity bonds to finance portion of the cost of acquiring and improving staffing facilities for use by the District. The bonds bear interest of 5% and are due semi-annually on June 30 and December 30. The bonds were issued at a premium of \$1,413,434 and issuance costs of \$133,434.

2018 General Obligation Bonds

On February 1, 2018, the District issued \$50,000,000 of 2018 general obligation bonds to finance 25 projects specified in Measure AA. The bonds bear interest from 2% to 5% and are due semi-annually on March 1 and September 1. The bonds were issued at a premium of \$3,691,291 with an issuance costs of \$455,462.

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June 30, 2018

The following schedule summarizes the District's outstanding promissory notes and bonds as of June 30, 2018:

Long Term Debt	Original Issue	Beginning Balance	Additions	Retirements	Ending Balance
Promissory Notes:					
Daloia Note	\$ 240,000	\$ 11,067	\$ -	\$ 11,067	\$ -
Hunt Note	1,500,000	1,500,000	-	-	1,500,000
2012 Refunding Note Current Int.	15,790,000	14,109,999	-	11,985,000	2,124,999
2012 Refunding Note Cap Apprec.	15,474,708	15,474,708	-	8,894,106	6,580,602
2015 Refunding Note	23,630,000	22,550,000	-	735,000	21,815,000
Subtotal Promissory Notes	56,634,708	53,645,774	-	21,625,173	32,020,601
Bonds:					
2011 Lease Revenue	20,500,000	1,080,000	-	150,000	930,000
2015A General Obligation Bonds	40,000,000	40,000,000	-	-	40,000,000
2015B General Obligation Bonds	5,000,000	4,225,000	-	875,000	3,350,000
2016 Refunding Bond	57,410,000	57,410,000	-	3,565,000	53,845,000
2017 Refunding Bond	25,025,000	-	25,025,000	-	25,025,000
2017 Parity Bond	11,220,000	-	11,220,000	-	11,220,000
2018 General Obligation Bonds	50,000,000	-	50,000,000	-	50,000,000
Subtotal Bonds	209,155,000	102,715,000	86,245,000	4,590,000	184,370,000
Accreted Interest:					
2012 Refunding Note		5,114,953	457,204	3,126,240	2,445,917
Subtotal Accreted Interest		5,114,953	457,204	3,126,240	2,445,917
Unamortized Bond Premium		20,475,002	8,245,739	1,882,067	26,838,674
Total Long Term Debt	\$ 265,789,708	\$ 181,950,729	\$ 94,947,943	\$ 31,223,480	\$ 245,675,192

The promissory notes future debt service requirements as of June 30, 2018 were as follows:

Year Ending June 30,	Principal	Remaining Accretion	Interest	Total
2019	\$ 1,200,000	\$ -	\$ 1,194,875	\$ 2,394,875
2020	1,285,000	-	1,136,775	2,421,775
2021	1,370,000	-	1,084,025	2,454,025
2022	1,445,000	-	1,029,625	2,474,625
2023	3,040,000	-	963,950	4,003,950
2024-2028	6,495,000	-	3,496,875	9,991,875
2029-2033	12,951,057	7,108,082	1,694,125	21,753,264
2034-2038	4,234,544	2,400,400	142,750	6,777,694
Total Debt Service	\$ 32,020,601	\$ 9,508,482	\$ 10,743,000	\$ 52,272,083

Midpeninsula Regional Open Space District

Notes to the Basic Financial Statements

June 30, 2018

The bonds future debt service requirements as of June 30, 2018 were as follows:

Year Ending June 30,	Principal	Remaining Accretion	Interest	Total
2019	\$ 5,280,000	\$ -	\$ 7,996,117	\$ 13,276,117
2020	7,830,000	-	7,417,788	15,247,788
2021	7,025,000	-	7,161,901	14,186,901
2022	6,675,000	-	6,895,263	13,570,263
2023	6,990,000	-	6,589,537	13,579,537
2024-2028	40,580,000	-	27,230,790	67,810,790
2029-2033	25,970,000	-	18,586,245	44,556,245
2034-2038	41,445,000	-	12,814,639	54,259,639
2039-2043	20,960,000	-	6,400,600	27,360,600
2044-2048	18,975,000	-	2,181,300	21,156,300
2049-2053	2,640,000	-	52,800	2,692,800
Total Debt Service	\$184,370,000	\$ -	\$103,326,980	\$287,696,980

Amortization of the deferred loss on early retirement of long-term debt for the fiscal period ended June 30, 2018 was as follows:

Beginning Balance	\$ 6,976,997
Addition	4,113,597
Amortization	(849,771)
Ending Balance	<u>\$10,240,823</u>

NOTE 7 - RENTAL INCOME

The District rents certain land and structures to other entities under operating leases with terms generally on a month-to-month basis. Rental income of \$1,211,878 was received during the period ended June 30, 2018.

NOTE 8 - CALPERS PENSION PLAN

Pension Plan

General Information about the Pension Plans

Plan Description - The District provides benefits to eligible employees through cost-sharing multiple employer defined benefit pension plans (the Plan(s)) administered by the California Public Employees' Retirement System (CalPERS). Members of the Plan include all permanent employees working full-time. Benefit provisions under the Plans are established by State statute and District resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

Benefits Provided - CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 55 with statutorily reduced benefits. All

Midpeninsula Regional Open Space District

Notes to the Basic Financial Statements

June 30, 2018

members are eligible for non-industrial disability benefits after 10 years of service. The death benefit is the Optional Settlement 2W Death Benefit. The cost of living adjustments for the Plan are applied as specified by the Public Employees' Retirement Law.

The Plans' provisions and benefits in effect at June 30, 2018, are summarized as follows:

	Miscellaneous	
	Tier 1	PEPRA
Benefit formula	2% @ 55	2% @ 62
Benefit vesting schedule	5 Years	5 Years
Benefit payments	Monthly for Life	Monthly for Life
Retirement age	55	62
Monthly benefits as a % of eligible compensation	2.0% to 2.5%	2.00%
Required employee contribution rates	8.000%	6.250%
Required employer contribution rates	10.110%	6.533%

Employees Covered – At June 30, 2018, the following employees were covered by the benefit terms for the Plan:

	Miscellaneous
Active	141
Transferred	50
Separated	67
Retired	70
Total	328

Contributions - Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for the Plan are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. For the year ended June 30, 2018, the District contributed \$2,283,789 to the plan.

Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

As of June 30, 2018, the District reported net pension liabilities for its proportionate shares of the net pension liability of the Plan as follows:

	Proportionate Share of Net Pension Liability/(Asset)
Miscellaneous	\$ 11,022,824

The District's net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plan is measured as of June 30, 2017, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation

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Notes to the Basic Financial Statements

June 30, 2018

as of June 30, 2016 using standard procedures. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions in to the pension plan relative to the projected contributions of all participating employers, as actuarially determined. The District's proportionate share of the net pension liability for the Plan as of fiscal years June 30, 2017 and 2018 was as follows:

	<u>Miscellaneous</u>
Proportion - June 30, 2017	0.29137%
Proportion - June 30, 2018	0.27962%
Change - Increase/(Decrease)	<u>-0.01175%</u>

For the fiscal year ended June 30, 2018, the District recognized pension expense of \$3,297,743. At fiscal year June 30, 2018, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Changes of Assumptions	\$ 2,365,101	\$ -
Differences between Expected and Actual Experience	-	275,001
Differences between Projected and Actual Investment Earnings	579,041	-
Differences between Employer's Contributions and Proportionate Share of Contributions	1,924,035	-
Change in Employer's Proportion	-	1,058,998
Pension Contributions Made Subsequent to Measurement Date	2,283,789	-
Total	<u>\$ 7,151,966</u>	<u>\$ 1,333,999</u>

The District reported \$2,283,789 as deferred outflows of resources related to contributions subsequent to the measurement date that will be recognized as a reduction of the net pension liability in the year ended June 30, 2019. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Fiscal Year Ending June 30:	Deferred Outflows/ (Inflows) of Resources
2019	\$ 1,275,768
2020	1,630,830
2021	971,367
2022	(343,787)
2023	-
Thereafter	-
Total	<u>\$ 3,534,178</u>

Midpeninsula Regional Open Space District

Notes to the Basic Financial Statements

June 30, 2018

Actuarial Assumptions - The total pension liabilities in the June 30, 2016 actuarial valuations were determined using the following actuarial assumptions:

Valuation Date	June 30, 2016
Measurement Date	June 30, 2017
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Discount Rate	7.15%
Inflation	2.75%
Payroll Growth	3.00%
Projected Salary Increase	(1)
Investment Rate of Return	7.5% (2)
Mortality	(3)

(1) Varies by age and service

(2) Net of pension plan investment expenses, including inflation

(3) Derived using CalPERS' membership data for all funds

Discount Rate - The discount rate used to measure the total pension liability was 7.15 percent for each Plan. To determine whether the municipal bond rate should be used in the calculation of a discount rate for each plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current 7.15 percent discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long term expected discount rate of 7.15 percent will be applied to all plans in the Public Employees Retirement Fund (PERF). The cash flows used in the testing were developed assuming that both members and employers will make their required contributions on time and as scheduled in all future years. The stress test results are presented in a detailed report called "GASB Crossover Testing Report" that can be obtained at CalPERS' website under the GASB 68 section.

CalPERS is scheduled to review all actuarial assumptions as part of its regular Asset Liability Management (ALM) review cycle that is scheduled to be completed in February 2018. Any changes to the discount rate will require Board action and proper stakeholder outreach. For these reasons, CalPERS expects to continue using a discount rate net of administrative expenses for GASB 67 and 68 calculations through at least the 2017-18 fiscal year. CalPERS will continue to check the materiality of the difference in calculation until such time as we have changed our methodology.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-

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Notes to the Basic Financial Statements

June 30, 2018

term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

The table below reflects the long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation.

Asset Class	New Strategic Allocation	Real Return Years 1 - 10 (a)	Real Return Years 11+ (b)
Global Equity	47.00%	4.90%	5.38%
Fixed Income	19.00%	0.80%	2.27%
Inflation Sensitive	6.00%	0.60%	1.39%
Private Equity	12.00%	6.60%	6.63%
Real Estate	11.00%	2.80%	5.21%
Infrastructure and Forestland	3.00%	3.90%	5.36%
Liquidity	2.00%	-0.40%	-0.90%
Total	100.00%		

(a) An expected inflation of 2.5% used for this period.

(b) An expected inflation of 3.0% used for this period.

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

- The following presents the District's proportionate share of the net pension liability for the Plan, calculated using the discount rate for the Plan, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	<u>Miscellaneous</u>
1% Decrease	6.15%
Net Pension Liability	\$ 19,462,398
1% Decrease	7.15%
Net Pension Liability	\$ 11,022,824
1% Increase	8.15%
Net Pension Liability	\$ 4,033,017

Pension Plan Fiduciary Net Position - Detailed information about each pension plan's fiduciary net position is available in the separately issued CalPERS financial reports.

Midpeninsula Regional Open Space District

Notes to the Basic Financial Statements

June 30, 2018

NOTE 9 - POSTEMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS

Plan Description - The District joined the California Employers' Retiree Benefit Trust (CERBT), an agent multiple-employer defined benefit postemployment healthcare plan administered by CalPERS. See eligibility requirements below. Retiree benefit continues to surviving spouse if retiree elects survivor annuity under CalPERS retirement plan. The OPEB plan's audited financial statements are available at <https://www.calpers.ca.gov/docs/forms-publications/gasb-75-schedule-changes-fiduciary-net-position-2017.pdf>.

Benefits Provided - The following is a summary of the plan benefits provided:

Eligibility:	Retire directly from the District under CalPER (age 50 and 5 years of service)
	Continue participation in PEMHCA
Retiree Medical Benefit:	District pays retiree medical premiums up to: - \$300/month effective 1/1/07 - \$350/month effective 1/1/09 Must be at least equal to statutory PEMHCA minimum (\$122 in 2015, \$125 in 2016)
PEMHCA Administrative Fee:	District pays CalPERS administrative fees (0.32% of premiums for 2015/16)
Surviving Spouse Continuation:	Retiree benefit continues to surviving spouse if retiree elects survivor annuity under CalPERS retirement plan

Employees Covered by Benefit Terms - At June 30, 2017 (the valuation date), the benefit terms covered the following employees:

Active employees	138
Inactive employees	31
Total employees	<u>169</u>

Contributions - The District makes contributions based on an actuarially determined rate and are approved by the authority of the District's Board. Total contributions during the year were \$412,000. Total contributions included in the measurement period were \$513,000. The actuarially determined contribution for the measurement period was \$609,000. The District's contributions were 4.01% of payroll during the measurement period June 30, 2017 (reporting period June 30, 2018). Employees are not required to contribute to the plan.

Midpeninsula Regional Open Space District

Notes to the Basic Financial Statements

June 30, 2018

Actuarial Assumptions - The following summarized the actuarial assumptions for the OPEB plan included in this fiscal year:

Valuation Date:	June 30, 2017
Measurement Date:	June 30, 2017
Actuarial Cost Method:	Entry age normal, level percentage of payroll
Amortization Period:	10.2 years
Asset Valuation Method:	Investment gains and losses spread over 5 year rolling period
Actuarial Assumptions:	
Discount Rate	6.75%
General Inflation	2.75%
Payroll Increases	- Aggregate - 3%
	- Merit - CalPERS 1997-2015 experience study
Medical Trend	- Non-medicare - 7.5% for 2019, decreasing to an ultimate rate of 4.0% in 2076 and later years
	- Medicare - 6.5% for 2019, decreasing to an ultimate rate of 4.0% in 2076 and later years
PEMHCA Minimum Increases	4.25%
Mortality, Retirement, Disability, Termination	CalPERS 1997-2015 experience study
Mortality Improvement	Post-retirement mortality projected fully generational with Society of Actuaries Scale MP-2017
Healthcare Participation for Future Retirees	- Currently covered: 90%
	- Currently waived: 60%

Discount Rate - The projection of cash flows used to determine the discount rate assumed that the District contribution will be made at rates equal to the actuarially determined contribution rates. Based on those assumptions, the OPEB plan's fiduciary net position was projected to cover all future OPEB payments. Therefore, the discount rate was set to be equal to the long-term expected rate of return which was applied to all periods of projected benefit payments to determine the total OPEB liability.

Long-Term Expected Rate of Return - The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Percentage of Portfolio	Long-Term Expected Rate of Return
Global Equity	57.00%	4.820%
Fixed Income	27.00%	1.470%
TIPS	5.00%	1.290%
Commodities	3.00%	0.840%
REITs	8.00%	3.760%
Total	100.00%	3.535%

Midpeninsula Regional Open Space District

Notes to the Basic Financial Statements

June 30, 2018

Net OPEB Liability - The District's net OPEB liability was measured as of June 30, 2017 (measurement date), and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of June 30, 2017 (valuation date) for the fiscal year ended June 30, 2018 (reporting date). The following summarizes the changes in the net OPEB liability during the year ended June 30, 2018, for the measurement date of June 30, 2017:

Fiscal Year Ended June 30, 2018 (Measurement Date June 30, 2017)	Total OPEB Liability	Plan Fiduciary Net Position	Net OPEB Liability
Balance at June 30, 2017	\$ 4,585,000	\$ 2,580,000	\$ 2,005,000
Service cost	313,000	-	313,000
Interest in Total OPEB Liability	326,000	-	326,000
Employer contributions	-	513,000	(513,000)
Employer implicit subsidy	-	-	-
Employee contributions	-	-	-
Balance of diff between actual and exp experience	-	-	-
Balance of diff between actual and exp earnings	-	-	-
Balance of changes in assumptions	-	-	-
Actual investment income	-	287,000	(287,000)
Administrative expenses	-	(1,000)	1,000
Benefit payments	(113,000)	(113,000)	-
Other	-	-	-
Net changes	526,000	686,000	(160,000)
Balance at June 30, 2018	\$ 5,111,000	\$ 3,266,000	\$ 1,845,000

Covered Payroll at Measurement Date	\$ 12,802,887
Total OPEB Liability as a % of covered payroll	39.92%
Plan Fid. Net Position as a % of Total OPEB Liability	63.90%
Service cost as a % of covered payroll	2.44%
Net OPEB Liability as a % of covered payroll	14.41%

Deferred Inflows and Outflows of Resources - At June 30, 2018, the District reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between actual and expected experience	\$ -	\$ -
Difference between actual and expected earnings	-	(82,400)
Change in assumptions	-	-
OPEB contribution subsequent to measurement date	412,000	-
Totals	\$ 412,000	\$ (82,400)

Midpeninsula Regional Open Space District

Notes to the Basic Financial Statements

June 30, 2018

Of the total amount reported as deferred outflows of resources related to OPEB, \$412,000 resulting from District contributions subsequent to the measurement date and before the end of the fiscal year will be included as a reduction of the net OPEB liability in the year ended June 30, 2019. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Year Ended June 30,	
2019	\$ (20,600)
2020	(20,600)
2021	(20,600)
2022	(20,600)
2023	-
Thereafter	-
Total	\$ (82,400)

OPEB Expense - The following summarizes the OPEB expense by source during the year ended June 30, 2018, for the measurement date of June 30, 2017:

Service cost	\$ 313,000
Interest in TOL	326,000
Expected investment income	(184,000)
Other	-
Employee contributions	-
Difference between actual and expected experience	-
Difference between actual and expected earnings	(20,600)
Change in assumptions	-
Administrative expenses	1,000
OPEB Expense	\$ 435,400

The following summarizes changes in the net OPEB liability as reconciled to OPEB expense during the year ended June 30, 2018, for the measurement date of June 30, 2017:

Net OPEB liability ending	\$ 1,845,000
Net OPEB liability beginning	(2,005,000)
Change in net OPEB liability	(160,000)
Changes in deferred outflows	-
Changes in deferred inflows	82,400
Employer contributions	513,000
OPEB Expense	\$ 435,400

Midpeninsula Regional Open Space District

Notes to the Basic Financial Statements

June 30, 2018

Sensitivity to Changes in the Discount Rate - The net OPEB liability of the District, as well as what the District's net OPEB liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher, is as follows:

	Discount Rate		
	5.75%	6.75%	7.75%
	(1% Decrease)	(Current Rate)	(1% Increase)
Net OPEB Liability	\$ 2,619,000	\$ 1,845,000	\$ 1,212,000

Sensitivity to Changes in the Healthcare Cost Trend Rates - The net OPEB liability of the District, as well as what the District's net OPEB liability would be if it were calculated using healthcare cost trend rates that are one percentage point lower or one percentage point higher than current healthcare cost trend rates, is as follows:

	Trend Rate		
	3.25%	4.25%	5.25%
	(1% Decrease)	(Current Rate)	(1% Increase)
Net OPEB Liability	\$ 1,646,000	\$ 1,845,000	\$ 2,109,000

NOTE 10 - JOINT VENTURES (JOINT POWERS AGREEMENTS)

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; injuries to employees; and natural disasters. Prior to July 1, 2002, the District managed and financed these risks by purchasing commercial insurance. On July 1, 2002, the District joined the California Joint Powers Insurance Authority (CAL JPIA). CAL JPIA is composed of 119 California public entities and is organized under a joint powers agreement pursuant to California Government Code Section 6500 et seq. The purpose of CAL JPIA is to arrange and administer programs for the pooling of self-insurance losses, to purchase excess insurance or reinsurance, and to arrange for group-purchased insurance for property and other coverages. CAL JPIA's pool began covering claims of its members in 1978. Each member government has an elected official as its representative on the Board of Directors. The Board operates through a nine member Executive Committee.

During the past three fiscal periods, none of the programs of protection have had settlements or judgments that exceeded pooled or insured coverage. There have been no significant reductions in pooled or insured liability coverage from coverage in the prior period.

Self-Insurance Programs of the CAL JPIA

General and Automobile Liability

Each government member pays a primary deposit to cover estimated losses for a fiscal year (claims year). General liability (GL) coverage includes bodily injury, personal injury, or property damage to a third party resulting from a member activity. The GL program also provides automobile liability coverage. Six months after the close of a fiscal period, outstanding claims are valued. A retrospective deposit computation is then made for each open claims year. Costs are spread to members as follows: the first \$30,000 to \$750,000 are pooled based on member's share of costs under \$30,000; costs in excess of \$750,000 are shared by the members based upon each individual member's payroll. Costs of covered claims above \$5,000,000 are currently paid by reinsurance. The protection for each member is \$50,000,000 per occurrence, up to \$50,000,000.

Midpeninsula Regional Open Space District

Notes to the Basic Financial Statements

June 30, 2018

Worker's Compensation

The District also participates in the Worker's Compensation program administered by CAL JPIA. Pool deposits and retrospective adjustments are valued in a manner similar to the General Liability pool. The District is charged for the first \$50,000 of each claim. Costs from \$50,000 to \$100,000 per claim are pooled based on the member's losses under its retention level. Costs between \$100,000 and \$2,000,000 per claim are pooled based on payroll. Costs from \$2,000,000 to \$5,000,000 are paid by excess insurance purchased by CAL JPIA. The excess insurance provides coverage to statutory limits.

Purchased Insurance

Environmental Insurance

The District participates in the Pollution and Remediation Legal Liability Program, which is available through CAL JPIA. The policy provides coverage for both first and third party damages, including certain types of cleanups; fuel spill or hazmat incidents; member listed non-owned disposal sites; above ground and underground storage tanks; and for sudden and gradual pollution at or from property, streets, sanitary sewer trunk lines and storm drain outfalls owned by the District. Coverage is on a claims-made basis. There is a \$50,000 deductible. CAL JPIA has a limit of \$50,000,000 for the three-year coverage period. The current coverage period is July 2017 through July 1, 2020. Each member of CAL JPIA has a \$10,000,000 aggregate limit during the three-year period. The current coverage period is July 2017 through July 1, 2020.

Property Insurance

The District participates in the All-Risk property program of CAL JPIA which includes all-risk coverage for real and personal property (such as scheduled buildings, office furniture, equipment, vehicles, etc). This insurance is underwritten by several insurance companies. Property is currently insured according to a schedule of covered property submitted by the District to CAL JPIA. The All-Risk deductible is \$5,000 per occurrence; \$1,000 for non-emergency vehicles. Premiums for the coverage are paid annually and are not subject to retroactive adjustments.

Boiler & Machinery Insurance

The District participates in the optional coverage for boiler and machinery, which is purchased separately under the property program. Coverage is for physical damage for sudden and accidental breakdown of boilers and machinery, and electrical injury. There is a \$5,000 per accident or occurrence deductible.

Crime Insurance

The District participates in the crime program of CAL JPIA in the amount of \$1,000,000 per claim, with a \$2,500 per occurrence deductible. Insurance provides coverage for employee dishonesty, failure to faithfully perform duties, forgery, counterfeiting, theft, robbery, burglary, and computer fraud. Premiums are paid annually and are not subject to retroactive adjustments.

Special Event Tenant User Liability Insurance

The District participates in the special events program of CAL JPIA which provides liability insurance when District premises are used for special events. The insurance premium is paid by the tenant user to

Midpeninsula Regional Open Space District

Notes to the Basic Financial Statements

June 30, 2018

the District according to a schedule. The District then pays the insurance arranged through CAL JPIA. There is no deductible and the District is added as additional insured. Liability limits are purchased in \$1 million per occurrence increments.

Vendors/Contractors Program

General liability coverage with or without professional liability is offered through CAL JPIA to vendors/contractors who otherwise could not meet the District's minimum insurance requirement: \$1 million per occurrence, \$2 million in aggregate.

Cyber Liability Program

The cyber liability program is partially covered under the liability program, and partially held through a stand-alone coverage program. Cyber liability provides coverage for both first- and third-party claims. First party coverage includes privacy, regulatory claims, security breach response, business income loss, dependent business income loss, digital asset restoration costs, and cyber-extortion threats, while third-party coverage includes privacy liability, network security liability, and multimedia liability. Members work directly with the reinsurer to investigate and respond to claims. There is a \$1 million per occurrence limit of coverage, \$1 million aggregate limit per policy period per member, and a \$10 million aggregate limit of coverage for all members per policy period.

NOTE 11 - COMMITMENTS AND CONTINGENCIES

The District may be exposed to various claims and litigation during the normal course of business. However, management believes there were no matters that would have a material adverse effect on the District's financial position or results of operations as of June 30, 2018.

NOTE 12 - SUBSEQUENT EVENTS

Management has reviewed subsequent events and transactions that occurred after the date of the financial statements through the date the financial statements were issued. The financial statements include all events or transactions, including estimates, required to be recognized in accordance with generally accepted accounting principles. Management has determined that there are no nonrecognized subsequent events that require additional disclosure.



Required Supplementary Information

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REQUIRED SUPPLEMENTARY INFORMATION

BUDGETARY SCHEDULES

This schedule presents a comparison of the original budget, final budget and actual revenues and expenditures for General Fund. The schedule presents the difference between the final budget and actuals.

PENSION SCHEDULES

These schedules present information that shows the District's proportionate share of the pension liability in the cost sharing pools, actuarial information, and contributions. The proportionate share information is useful in determining the District's liability on relation to all other entities in the pool.

POSTEMPLOYMENT BENEFIT SCHEDULES

These schedules present information that shows the District's total other postemployment benefits (OPEB), plan fiduciary net position, and contributions related to retiree healthcare benefits provided by the District.

Midpeninsula Regional Open Space District
Schedule of Revenues, Expenditures and Changes in Fund Balance
Budget to Actual (GAAP)
General Fund
For the Fiscal Year Ended June 30, 2018

	Budgeted Amounts			Variance with Final Budget Positive - (Negative)
	Original	Final	Actual (GAAP Basis)	
Revenues:				
Property taxes	\$ 44,839,000	\$ 45,403,688	\$ 45,347,807	\$ (55,881)
Grant income	191,000	191,000	553,281	362,281
Property management	1,197,092	1,197,092	1,576,379	379,287
Investment earnings	636,000	820,000	853,729	33,729
Other revenues	464,501	464,501	347,983	(116,518)
Total revenues	47,327,593	48,076,281	48,679,179	602,898
Expenditures:				
Current				
Salaries and employee benefits	21,923,124	21,974,034	19,983,975	1,990,059
Services and supplies	9,702,951	9,809,954	7,475,205	2,334,749
Capital outlay	84,000	43,000	-	43,000
Total expenditures	31,710,075	31,826,988	27,459,180	4,367,808
Excess (deficiency) of revenues over (under) expenditures	15,617,518	16,249,293	21,219,999	4,970,706
Other financing sources (uses):				
Transfers in	-	-	-	-
Transfers out	-	-	(9,409,095)	(9,409,095)
Total other financing sources (uses)	-	-	(9,409,095)	(9,409,095)
Net change in fund balance	15,617,518	16,249,293	11,810,904	(4,438,389)
Fund balance beginning	61,298,583	61,298,583	61,298,583	-
Fund balance ending	\$ 76,916,101	\$ 77,547,876	\$ 73,109,487	\$ (4,438,389)

The notes to the financial statements are an integral part of this statement.

Midpeninsula Regional Open Space District

Schedule of Pension Plan Contributions

June 30, 2018

Miscellaneous Plan

Plan Measurement Date

Fiscal Year Ended

	2017 2018	2016 2017	2015 2016	2014 2015
Contractually Required Contributions	\$ 1,763,650	\$ 1,514,352	\$ 1,358,520	\$ 1,461,069
Contributions in Relation to Contractually Required Contributions	2,283,789	2,529,862	4,788,977	1,343,244
Contribution Deficiency (Excess)	\$ (520,139)	\$ (1,015,510)	\$ (3,430,457)	\$ 117,825
Covered Payroll (Fiscal Year)	\$ 12,802,887	\$ 11,834,150	\$ 9,862,578	\$ 8,994,979
Contributions as a Percentage of Covered Payroll	17.84%	21.38%	48.56%	14.93%

Notes to Schedule:

Valuation Date: June 30, 2016

Assumptions Used: Entry Age Method used for Actuarial Cost Method
 Level Percentage of Payroll and Direct Rate Smoothing
 3.8 Years Remaining Amortization Period
 Inflation Assumed at 2.75%
 Investment Rate of Returns set at 7.5%
 CalPERS mortality table using 20 years of membership data for all funds

** Fiscal year 2015 was the first year of implementation, therefore only four years are shown.

Midpeninsula Regional Open Space District
Schedule of Net Pension Liability Proportionate Shares
June 30, 2018

Miscellaneous Plan				
Plan Measurement Date	2017	2016	2015	2014
Fiscal Year Ended	2018	2017	2016	2015
Proportion of Net Pension Liability	0.27962%	0.29137%	0.41627%	0.39847%
Proportionate Share of Net Pension Liability	\$ 11,022,824	\$ 10,121,906	\$ 11,420,126	\$ 9,848,203
Covered Payroll	\$ 11,834,150	\$ 9,862,578	\$ 8,994,979	\$ 8,448,635
Proportionate Share of NPL as a % of Covered Payrol	93.14%	102.63%	126.96%	116.57%
Plan's Fiduciary Net Position as a % of the TPL	82.04%	80.93%	79.23%	83.64%

** Fiscal year 2015 was the first year of implementation, therefore only four years are shown.

Midpeninsula Regional Open Space District
Schedule of Contributions for Postemployment Benefits
June 30, 2018

	Fiscal Year Ended June 30, 2018
Actuarially determined contribution (ADC)	\$ 609,000
Less: actual contribution in relation to ADC	(513,000)
Contribution deficiency (excess)	<u>\$ 96,000</u>
 Covered payroll for the fiscal year 2017/18	 \$ 12,802,887
Contributions as a percentage of covered payroll	4.01%

Notes to Schedule:

Assumptions and Methods

Valuation Date:	June 30, 2017
Measurement Date:	June 30, 2017
Actuarial Cost Method:	Entry age normal, level percentage of payroll
Amortization Period:	10.2 years
Asset Valuation Method:	Investment gains and losses spread over 5 year rolling
Actuarial Assumptions:	
Discount Rate	6.75%
General Inflation	2.75%
Payroll Increases	- Aggregate - 3%
	- Merit - CalPERS 1997-2015 experience study
Medical Trend	- Non-medicare - 7.5% for 2019, decreasing to an ultimate rate of 4.0% in 2076 and later years
	- Medicare - 6.5% for 2019, decreasing to an ultimate rate of 4.0% in 2076 and later years
PEMHCA Minimum Increases	4.25%
Mortality, Retirement, Disability, Termination	CalPERS 1997-2015 experience study
Mortality Improvement	Post-retirement mortality projected fully generational with Society of Actuaries Scale MP-2017
Healthcare Participation for Future Retirees	- Currently covered: 90%
	- Currently waived: 60%

Other Notes

GASB 75 requires a schedule of contributions for the last ten fiscal years, or for as many years as are available if less than ten years are available. GASB 75 was adopted as of June 30, 2018.

Midpeninsula Regional Open Space District

Schedule of Changes in Total OPEB Liability

June 30, 2018

	Fiscal Year Ended June 30, 2018
Total OPEB liability	
Service cost	\$ 313,000
Interest	326,000
Changes of benefit terms	-
Differences between expected and actual experience	-
Changes of assumptions	-
Benefit payments	(113,000)
Net change in Total OPEB Liability	526,000
Total OPEB Liability - beginning	4,585,000
Total OPEB Liability - ending	<u>\$ 5,111,000</u>
 Plan fiduciary net position	
Employer contributions	\$ 513,000
Employer implicit subsidy	-
Employee contributions	-
Net investment income	287,000
Difference between estimated and actual earnings	-
Benefit payments	(113,000)
Other	-
Administrative expense	(1,000)
Net change in plan fiduciary net position	686,000
Plan fiduciary net position - beginning	2,580,000
Plan fiduciary net position - ending	<u>\$ 3,266,000</u>
 Net OPEB liability	 \$ 1,845,000
 Plan fiduciary net position as a percentage of the total OPEB liability	 63.90%
 Covered employee payroll	 \$ 12,802,887
 Net OPEB Liability as a percentage of covered payroll	 14.41%
 Total OPEB Liability as a percentage of covered payroll	 39.92%

GASB 75 requires a schedule of contributions for the last ten fiscal years, or for as many years as are available if less than ten years are available. GASB 75 was adopted as of June 30, 2018.



Supplementary Information

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SUPPLEMENTARY INFORMATION

BUDGETARY SCHEDULES

These schedules present comparisons of the original budget, final budget and actual revenues and expenditures for major capital project funds and debt service funds. These schedules presents the difference between the final budget and actuals.

PROGRAM EXPENDITURES

This schedule presents the program expenditures for the Measure AA Bond Program for the current year and the in total since the inception of the program.

Midpeninsula Regional Open Space District
Schedule of Revenues, Expenditures and Changes in Fund Balance
Budget to Actual (GAAP)
Measure AA Capital Projects Fund
For the Fiscal Year Ended June 30, 2018

	Budgeted Amounts			Variance with Final Budget Positive - (Negative)
	Original	Final	Actual (GAAP Basis)	
Revenues:				
Property taxes	\$ -	\$ -	\$ -	\$ -
Grant income	581,060	781,060	1,059,436	278,376
Property management	-	-	-	-
Investment earnings	-	160,000	102,684	(57,316)
Other revenues	-	-	-	-
Total revenues	581,060	941,060	1,162,120	221,060
Expenditures:				
Current				
Salaries and employee benefits	-	-	730,701	(730,701)
Services and supplies	140,100	140,100	24,468	115,632
Capital outlay	11,208,289	12,063,626	11,032,939	1,030,687
Debt service:				
Issuance cost	-	-	250,000	(250,000)
Total expenditures	11,348,389	12,203,726	12,038,108	165,618
Excess (deficiency) of revenues over (under) expenditures	(10,767,329)	(11,262,666)	(10,875,988)	386,678
Other financing sources (uses):				
Transfers in	-	-	-	-
Transfers out	-	-	-	-
Issuance of debt	-	-	50,000,000	50,000,000
Total other financing sources (uses)	-	-	50,000,000	50,000,000
Net change in fund balance	(10,767,329)	(11,262,666)	39,124,012	50,386,678
Fund balance beginning	7,344,797	7,344,797	7,344,797	-
Fund balance ending	\$ (3,422,532)	\$ (3,917,869)	\$ 46,468,809	\$ 50,386,678

The notes to the financial statements are an integral part of this statement.

Midpeninsula Regional Open Space District
Schedule of Revenues, Expenditures and Changes in Fund Balance
Budget to Actual (GAAP)
GF Capital Projects Fund
For the Fiscal Year Ended June 30, 2018

	Budgeted Amounts			Variance with Final Budget Positive - (Negative)
	Original	Final	Actual (GAAP Basis)	
Revenues:				
Property taxes	\$ -	\$ -	\$ -	\$ -
Grant income	236,000	236,000	-	(236,000)
Property management	-	-	-	-
Investment earnings	-	-	(37,855)	(37,855)
Other revenues	-	-	-	-
Total revenues	236,000	236,000	(37,855)	(273,855)
Expenditures:				
Current				
Salaries and employee benefits	-	-	-	-
Services and supplies	615,700	95,150	11,251	83,899
Capital outlay	5,917,340	7,000,371	5,407,129	1,593,242
Debt service:				
Issuance cost	-	-	133,434	(133,434)
Total expenditures	6,533,040	7,095,521	5,551,814	1,543,707
Excess (deficiency) of revenues over (under) expenditures	(6,297,040)	(6,859,521)	(5,589,669)	1,269,852
Other financing sources (uses):				
Transfers in	-	-	-	-
Transfers out	-	-	-	-
Issuance of debt	-	-	11,220,000	11,220,000
Premium from debt issuances	-	-	1,413,434	1,413,434
Total other financing sources (uses)	-	-	12,633,434	12,633,434
Net change in fund balance	(6,297,040)	(6,859,521)	7,043,765	13,903,286
Fund balance beginning	-	-	-	-
Fund balance ending	<u>\$ (6,297,040)</u>	<u>\$ (6,859,521)</u>	<u>\$ 7,043,765</u>	<u>\$ 13,903,286</u>

The notes to the financial statements are an integral part of this statement.

Midpeninsula Regional Open Space District
Schedule of Revenues, Expenditures and Changes in Fund Balance
Budget to Actual (GAAP)
Debt Service Fund
For the Fiscal Year Ended June 30, 2018

	Budgeted Amounts			Variance with Final Budget Positive - (Negative)
	Original	Final	Actual (GAAP Basis)	
Revenues:				
Property taxes	\$ 1,960,000	\$ 2,400,000	\$ 2,450,542	\$ 50,542
Grant income	-	-	-	-
Property management	-	-	-	-
Investment earnings	472,000	465,000	145,635	(319,365)
Other revenues	-	-	-	-
Total revenues	2,432,000	2,865,000	2,596,177	(268,823)
Expenditures:				
Debt service:				
Principal	11,721,637	12,397,869	5,716,067	6,681,802
Advance refunding escrow	-	-	676,232	(676,232)
Interest	-	-	5,720,001	(5,720,001)
Issuance cost	-	-	493,496	(493,496)
Total expenditures	11,721,637	12,397,869	12,605,796	(207,927)
Excess (deficiency) of revenues over (under) expenditures	(9,289,637)	(9,532,869)	(10,009,619)	(476,750)
Other financing sources (uses):				
Transfers in	-	-	9,409,095	9,409,095
Transfers out	-	-	-	-
Payment to refunded bond escrow agent	-	-	(27,659,551)	(27,659,551)
Issuance of refunding bond	-	-	25,025,000	25,025,000
Premium from bond issuances	-	-	6,832,305	6,832,305
Total other financing sources (uses)	-	-	13,606,849	13,606,849
Net change in fund balance	(9,289,637)	(9,532,869)	3,597,230	13,130,099
Fund balance beginning	2,193,934	2,193,934	2,193,934	-
Fund balance ending	\$ (7,095,703)	\$ (7,338,935)	\$ 5,791,164	\$ 13,130,099

The notes to the financial statements are an integral part of this statement.

Midpeninsula Regional Open Space District

Measure AA Bond Program

Schedule of Program Expenditures

June 30, 2018

Project No.	Project Description	Expenditures from July 1, 2017 through June 30, 2018	Expenditures from Inception through June 30, 2018
20005	New Trail Easement - SFPUC, Ravenswood (MAA 2-2)	\$ -	\$ 22,603
20088	POST Hendry's Creek Restoration (MAA 22-1)	-	41,330
20101	Lysons Property (17-1 MAA)	-	27,059
20102	Lobner Demolition (MAA 17-2)	-	128,760
20109	Riggs Property Appraisal - (3-1 MAA)	-	6,500
20110	Purisima Creek Uplands Lot line Adjustment (3-1 MAA)	-	13,000
20112	Conservation Easement Upper Alpine Ranch Area (15-1 MAA)	-	8,695
20113	Preservation of Upper Los Gatos Creek Watershed (22-1 MAA)	-	5,000
20114	Land Conservation Opportunities MAA 25-1 (Burtons)	-	150
30503	ECDM Trail Improvements (MAA 4-4)	-	3,930
30904	Mindego Area - Mindego Hill Trail (MAA 9-4)	-	34,196
31309	Mt Um Bald Mtn Staging to Summit Trail (MAA 23-2)	-	17,646
31310	Mt Um Summit Restor & Improv (MAA 23-4)	-	79,491
31311	Mt Um Trail Overlook & Bridges (MAA 23-5)	-	243
31500	Measure AA Project 11-1	-	728
65101	PCR Harkins Bridge Replacement (MAA 3-4)	-	108,788
65201	Lower Stevens Canyon Hiking Bridge (MAA 17-4)	-	103,187
80016	ECdM Creek Watershed Protection Program (MAA 4-3)	-	45,507
80029	Pond DR05 Repair (MAA 7-5)	-	150,682
80037	Mindego Grazing Infrastructure (MAA 9-1)	-	135,748
80038	LHC Grazing Infrastructure - McDonald Ranch Fencing (MAA 5-2)	-	178,850
AA01	Miramontes Ridge - Gateway to San Mateo Coast	-	52,915
AA02	Bayfront Habitat Protection & Public Access Partnerships	409,892	697,060
AA03	Purisima Creek Redwoods: Purisma-to Sea Trail, Watershed/Graze	524,266	982,082
AA04	El Corte de Madera Creek: Bike Trail & Water Quality	211,770	530,521
AA05	La Honda Creek - Upper Recreation Area	125,258	2,232,854
AA06	Hawthorns Public Access Improvements	8,490	8,490
AA07	Driscoll Ranch Public Access, Wildlife Protection, Grazing	1,060,621	11,888,804
AA09	Russian Ridge: Public Recreation, Grazing & Wildlife Protection	136	72,011
AA10	Coal Creek: Reopen Alpine Road for Trail Use	17,663	21,949
AA11	Rancho San Antonio: Interpretive Improvements, Refurbishing	29,511	29,511
AA15	Regional: Redwood Protection & Salmon Fishery Conservation	-	3,009,855
AA17	Regional: Complete Upper Stevens Creek Trail	12,666	1,521,241
AA19	El Sereno Dog Park & Connections	426,550	427,265
AA20	South Bay Foothills: Wildlife Passage/Ridge Trail Improvements	4,862	196,836
AA21	CR:Pub Recreation Proj	2,207,812	3,427,105
AA22	Cathedral Oaks Public Access & Conservation	22,678	662,573
AA23	Mt Um Pub Access/Intrep	6,697,599	21,984,693
AA24	Rancho de Guadalupe Family Recreation	14,900	1,606,896
AA25	Loma Prieta Area Public Access	-	410,000
Total MAA Bond Project Expenditures		11,774,674	50,874,754
Reimbursements from Grants, Contributions, and Other Funds		(1,059,436)	(2,694,744)
Total MAA Bond Project Expenditures - Net Reimbursements		\$ 10,715,238	\$ 48,180,010

The notes to the financial statements are an integral part of this statement.

Midpeninsula Regional Open Space District

Notes to Supplementary Information

June 30, 2018

NOTE 1 - BACKGROUND

Measure AA is a \$300 million general obligation bond approved in June 2014 by over two-thirds of Midpen voters. Proceeds from bonds, which will be sold in a series over approximately the next 20-30 years, will be used to:

- Protect natural open space lands
- Open preserves or areas of preserves that are currently closed
- Construct public access improvements such as new trails and staging areas
- Restore and enhance open space land, which includes forests, streams, watersheds, and coastal ranch areas.

On July 29, 2015, the District issued \$40,000,000 of 2015A general obligation bonds and \$5,000,000 of 2015B federally taxable general obligation bonds to finance certain projects authorized by voters. The bonds bear interest from 1.5% to 5% and are due semi-annually on March 1 and September 1. The bonds were issued at a premium of \$2,559,224 with an underwriter's discount of \$107,599 and issuance costs of \$170,000.

On February 1, 2018, the District issued \$50,000,000 of 2018 general obligation bonds to finance 25 projects specified in Measure AA. The bonds bear interest from 2% to 5% and are due semi-annually on March 1 and September 1. The bonds were issued at a premium of \$3,691,291 with an issuance costs of \$455,462.

Land acquisition is the first step to open space conservation. The Vision Plan identified 50,000 acres of open space land that, when conserved, would significantly improve wildlife conditions, wetlands, watersheds, creeks, sensitive plant communities and healthy outdoor recreation. As of June 30, 2018, the District has acquired and /or preserved nearly 1,500 acres of land with over \$22 million in funding support from Measure AA Funds.

NOTE 2 - OVERSIGHT COMMITTEE

The Oversight Committee is essential to implementing Measure AA and will consist of seven at-large members who reside within the District. The Committee convenes at least once a year and reviews annual Measure AA expenditures and Midpen's Annual Audit and Accountability report. Each year, the Committee's findings will be presented to the Board at a public meeting and will be posted on the District's website.

NOTE 3 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The basis of accounting utilized in preparation of this report may differ from accounting principles generally accepted in the United States of America. Accordingly, the accompanying program statement is not intended to present the financial position and the results of operations in conformity with accounting principles generally accepted in the United States of America. Expenditures incurred with Measure AA Bond proceeds are recorded on a modified accrual basis of accounting. Under the modified accrual basis of accounting, revenue is recognized when it is measureable and available. Similarly, expenses are recognized when they are incurred, not when they are paid.



Statistical Information

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STATISTICAL SECTION

This part of the District's Comprehensive Annual Financial Report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the District's overall financial health. In contrast to the financial section, the statistical section information is not subject to independent audit.

Financial Trends

These schedules contain trend information to help the reader understand how the District's financial performance and well being have changed over time:

1. Net Position
2. Changes in Net Position
3. Fund Balances of Governmental Funds
4. Changes in Fund Balances of Governmental Funds

Revenue Capacity

These schedules contain information in relation to the District's property tax assessments:

1. Assessed and Actual Value of Taxable Property
2. Direct and Overlapping Property Tax Rates
3. Principal Property Tax Payers
4. Property Tax Levies and Collections

Debt Capacity

These schedules present information to help the reader assess the affordability of the District's current levels of outstanding debt and the District's ability to issue additional debt in the future:

1. Ratios of General Bonded Debt Outstanding
2. Ratios of Outstanding Debt by Type
3. Legal Debt Margin Information

Demographic and Economic Information

These schedules offer demographic and economic indicators to help the reader understand the environment within which the District's financial activities take place:

1. Demographic and Economic Statistics
2. Principal Employers

Operating Information

These schedules contain service and infrastructure data to help the reader understand how the information in the District's financial report relates to the services the District provides and the activities it performs:

1. Full-Time Equivalent Employees by Function
2. Capital Asset Statistics by Function
3. Operating Indicators by Function

Sources

Unless otherwise noted, the information in these schedules is derived from the Annual Financial Reports for the relevant year.

Midpeninsula Regional Open Space District

Net Position
Last Ten Fiscal Years
(accrual basis of accounting)
(amounts expressed in thousands)

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Governmental activities										
Net investment in capital assets	\$ 205,980	\$ 225,092	\$ 236,546	\$ 245,393	\$ 259,638	\$ 268,869	\$ 278,611	\$ 276,395	\$ 308,601	\$ 312,121
Restricted	1,405	1,417	1,408	1,568	2,731	4,327	2,566	5,786	4,571	7,252
Unrestricted	38,377	30,450	28,142	42,738	36,919	37,951	39,948	39,280	23,831	29,415
Total Net Position	\$ 245,762	\$ 256,959	\$ 266,096	\$ 289,699	\$ 299,288	\$ 311,147	\$ 321,125	\$ 321,461	\$ 337,003	\$ 348,788

Source: Annual Financial Report

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.

Midpeninsula Regional Open Space District

Changes in Net Position
Last Ten Fiscal Years
(accrual basis of accounting)
(amounts expressed in thousands)

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Expenses										
Governmental activities										
Land preservation	\$ 12,518	\$ 13,254	\$ 13,768	\$ 14,312	\$ 19,338	\$ 17,930	\$ 19,478	\$ 26,080	\$ 21,783	\$ 28,910
Interest and fiscal charges	6,265	6,208	6,739	7,483	7,273	7,163	7,202	9,752	8,327	8,193
Depreciation	653	715	882	806	840	1,095	1,232	1,311	1,585	2,399
Loss on refunding of debt	381	381	-	-	-	-	-	-	-	-
Total governmental activities expenses	19,817	20,558	21,389	22,601	27,451	26,188	27,912	37,143	31,695	39,502
Program Revenues										
Governmental Activities										
Charges for Services	879	911	1,241	1,320	1,381	1,422	1,437	1,636	1,479	1,576
Grants and Contributions	9,050	659	1,393	1,453	913	1,901	953	1,194	651	1,613
Land donations	-	2,259	17	13,928	3,890	-	-	-	-	-
Total governmental activities program revenues	9,929	3,829	2,651	16,701	6,184	3,323	2,390	2,830	2,130	3,189
Net (expense)/revenue - governmental activities	(9,888)	(16,729)	(18,738)	(5,900)	(21,267)	(22,865)	(25,522)	(34,313)	(29,565)	(36,313)
General Revenues and Other Changes in Net Position										
Governmental Activities										
Property taxes	26,351	27,631	27,269	28,737	30,270	32,433	35,082	44,980	43,861	47,798
Investment earnings	-	-	294	375	288	138	202	648	463	1,045
Use of money and property	1,228	80	-	-	-	-	-	-	-	-
Miscellaneous	488	216	311	394	298	182	216	810	784	1,153
Total governmental activities	28,067	27,927	27,874	29,506	30,856	32,753	35,500	46,438	45,108	49,996
Change in Net Position										
Governmental activities	18,179	11,198	9,136	23,606	9,589	9,888	9,978	12,125	15,543	13,683
Prior period adjustments	-	-	-	-	-	1,971	-	(11,790)	-	(1,898)
Total Changes in Net Position	\$ 18,179	\$ 11,198	\$ 9,136	\$ 23,606	\$ 9,589	\$ 11,859	\$ 9,978	\$ 335	\$ 15,543	\$ 11,785

Source: Annual Financial Report

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.

Midpeninsula Regional Open Space District

Fund Balances of Governmental Funds
Last Ten Fiscal Years
(modified accrual basis of accounting)
(amounts expressed in thousands)

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
General fund										
Reserved	\$ 75	\$ 579	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unreserved, designated in	20,379	15,657	-	-	-	-	-	-	-	-
Unreserved, reported in	16,153	12,678	-	-	-	-	-	-	-	-
Nonspendable	-	-	-	-	-	-	-	-	55	36
Restricted	-	-	731	-	-	1,702	1,702	1,971	1,971	1,467
Committed	-	-	-	-	-	-	20,400	35,400	35,400	42,300
Assigned	-	-	-	-	-	5,000	-	-	-	-
Unassigned	-	-	26,156	41,782	37,513	34,453	21,330	16,848	23,872	29,306
Total General Fund	\$ 36,607	\$ 28,914	\$ 26,887	\$ 41,782	\$ 37,513	\$ 41,155	\$ 43,432	\$ 54,219	\$ 61,298	\$ 73,109
All other governmental funds										
Reserved	\$ 1,405	\$ 1,417	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Restricted	-	-	1,408	1,568	1,634	1,621	-	26,894	9,539	59,304
Total all other governmental funds	\$ 1,405	\$ 1,417	\$ 1,408	\$ 1,568	\$ 1,634	\$ 1,621	\$ -	\$ 26,894	\$ 9,539	\$ 59,304

Source: Annual Financial Report

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.

The District has implemented GASB 54 effective fiscal year ending March 31, 2011.

This Statement establishes new categories for reporting fund balance and revises the definitions for governmental fund types.

The District opted not to change the previous years' data.

Midpeninsula Regional Open Space District

Changes in Fund Balances of Governmental Funds

Last Ten Fiscal Years

(modified accrual basis of accounting)

(amounts expressed in thousands)

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
REVENUES										
Property taxes	\$ 26,351	\$ 27,631	\$ 27,269	\$ 28,737	\$ 30,270	\$ 32,433	\$ 35,082	\$ 44,980	\$ 43,861	\$ 47,798
Grant income	9,050	659	1,393	1,453	913	1,901	953	1,194	651	1,613
Property management	879	911	955	1,320	1,381	1,422	1,438	1,636	1,479	1,576
Investment earnings	1,228	80	294	375	288	150	216	666	480	1,064
Other	499	224	551	240	146	145	241	644	609	348
Land donation	-	2,258	17	13,928	-	-	-	-	-	-
TOTAL REVENUE	38,007	31,763	30,479	46,053	32,998	36,051	37,930	49,120	47,080	52,399
EXPENDITURES										
Land Preservation	12,337	13,070	13,682	13,996	18,713	17,303	18,272	28,965	25,807	28,226
Capital outlay	29,460	18,557	11,596	27,190	9,611	8,231	8,445	18,901	19,961	16,440
Debt service:										
Principal and advance refunding escrow	2,544	2,900	3,301	4,457	2,843	2,999	3,145	4,367	5,193	6,392
Interest and fiscal charges	5,044	4,919	4,786	5,355	6,034	5,859	5,749	6,478	7,190	6,597
TOTAL EXPENDITURES	49,385	39,446	33,365	50,998	37,201	34,392	35,611	58,711	58,152	57,655
EXCESS (DEFICIT) OF REVENUES OVER EXPENDITURES	(11,378)	(7,683)	(2,886)	(4,945)	(4,203)	1,659	2,319	(9,591)	(11,072)	(5,256)
OTHER FINANCING SOURCES AND USES										
Transfers in	7,493	7,829	7,974	9,827	8,877	8,858	8,894	12,146	15,839	9,409
Transfers out	(7,493)	(7,829)	(7,974)	(9,827)	(8,877)	(8,858)	(8,894)	(12,146)	(15,839)	(9,409)
Other sources	-	-	850	20,000	-	-	-	-	-	-
Payment to refunded bond escrow agent	-	-	-	-	-	-	-	-	(68,187)	(27,660)
Issuance of refunding debt	-	-	-	-	-	-	-	-	57,410	25,025
Advance refunding of revenue bonds	-	-	-	-	-	-	(29,987)	-	-	-
Issuance of debt	-	-	-	-	-	-	28,325	45,000	-	61,220
Premium from debt issuances	-	-	-	-	-	-	-	2,282	11,564	8,246
TOTAL OTHER FINANCING SOURCES (USES)	-	-	850	20,000	-	-	(1,662)	47,282	787	66,831
SPECIAL ITEM										
OPEB Funding	(1,723)	-	-	-	-	-	-	-	-	-
NET CHANGES IN FUND BALANCES	\$ (13,101)	\$ (7,683)	\$ (2,036)	\$ 15,055	\$ (4,203)	\$ 1,659	\$ 657	\$ 37,691	\$ (10,285)	\$ 61,575
Debt Service as a percentage of noncapital expenditures	61.51%	59.82%	59.11%	70.11%	47.44%	51.19%	48.68%	37.44%	47.99%	46.02%

Source: Annual Financial Report

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.

Midpeninsula Regional Open Space District

Assessed and Actual Value of Taxable Property

Last Ten Fiscal Years

(amounts expressed in thousands)

County of Santa Clara

Fiscal Year	Secured	State Board	Unsecured	Total before Rdv. Increment	Total after Rdv. Increment	Total Direct Tax Rate
2009	\$ 105,225,752	\$ 5,138	\$ 6,543,064	\$ 111,773,954	\$ 107,222,540	1.00%
2010	108,749,899	5,138	7,220,172	115,975,209	110,945,627	1.00%
2011	108,672,177	5,138	6,448,241	115,125,556	110,403,735	1.00%
2012	110,480,451	5,192	6,843,137	117,328,780	112,337,379	1.00%
2013	115,665,767	5,192	7,574,405	123,245,364	117,796,453	1.00%
2014	125,816,313	5,192	8,032,680	133,854,185	128,261,360	1.00%
2015	134,293,819	3,616	8,134,278	142,431,713	136,364,266	1.00%
2016	148,710,117	3,616	8,236,861	156,950,594	151,221,560	1.00%
2017	161,457,837	3,616	8,664,927	170,126,380	163,586,434	1.00%
2018	174,219,310	3,616	9,773,726	183,996,652	177,153,795	1.00%

County of San Mateo

Fiscal Year	Secured	State Board	Unsecured	Total before Rdv. Increment	Total after Rdv. Increment	Total Direct Tax Rate
2009	\$ 49,927,409	\$ 6,759	\$ 2,058,386	\$ 51,992,554	\$ 48,084,153	1.00%
2010	51,288,838	6,652	2,039,518	53,335,008	49,431,098	1.00%
2011	51,197,326	6,653	2,006,682	53,210,661	49,373,928	1.00%
2012	51,670,521	2,465	1,952,159	53,625,145	49,913,049	1.00%
2013	53,793,234	2,465	1,948,563	55,744,262	51,977,724	1.00%
2014	57,513,572	2,336	2,180,554	59,696,462	55,714,674	1.00%
2015	60,798,837	2,343	2,087,353	62,888,533	58,641,318	1.00%
2016	66,177,633	3,086	2,363,781	68,544,500	63,519,108	1.00%
2017	72,017,698	3,085	2,640,434	74,661,217	68,354,025	1.00%
2018	78,506,564	3,085	2,996,701	81,506,350	73,565,159	1.00%

Source: California Municipal Statistics, Inc

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.

Midpeninsula Regional Open Space District

Property Tax Rates

Direct and Overlapping¹ Property Tax Rates

Last Ten Fiscal Years

Fiscal Year	County of Santa Clara (Tax Rate Area 6-001) ²				County of San Mateo (Tax Rate Area 9-001) ³			
	General Property Tax Levy	Other Overlapping Governments	Open Space District	Total	General Property Tax Levy	Other Overlapping Governments	Open Space District	Total
2009	1.00000	0.09740	-	1.09740	1.00000	0.06760	-	1.06760
2010	1.00000	0.11987	-	1.11987	1.00000	0.06970	-	1.06970
2011	1.00000	0.14951	-	1.14951	1.00000	0.07530	-	1.07530
2012	1.00000	0.15060	-	1.15060	1.00000	0.08120	-	1.08120
2013	1.00000	0.18750	-	1.18750	1.00000	0.08060	-	1.08060
2014	1.00000	0.18740	-	1.18740	1.00000	0.07470	-	1.07470
2015	1.00000	0.18304	-	1.18304	1.00000	0.08530	-	1.08530
2016 ⁴	1.00000	0.17807	0.00080	1.17887	1.00000	0.08420	0.00080	1.08500
2017	1.00000	0.17160	0.00060	1.17220	1.00000	0.10990	0.00060	1.11050
2018	1.00000	0.18133	0.00090	1.18223	1.00000	0.10300	0.00090	1.10390

Source: California Municipal Statistics, Inc.

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.

¹ Due to the District's size and that it is located in two counties (County of Santa Cruz excluded), there is no tax rate area that represents the typical total tax rate for the District. The above tax rate areas are the largest in terms of assessed valuation for each County's portion of the District.

² The 2015-16 assessed valuation of Tax Rate Area (TRA) 6-001 is \$23,936,719,617, which is 10.62% of the District's total assessed valuation.

³ The 2015-16 assessed valuation of TRA 9-001 is \$8,109,918,455, which is 3.60% of the District's total assessed valuation.

⁴ Fiscal Year 2015-16 was the first year in which ad valorem property taxes authorized by Measure AA were levied.

Midpeninsula Regional Open Space District

Principal Property Tax Payers
Current Year and Nine Years Ago
(amounts expressed in thousands)

Taxpayer	Fiscal Year 2018			Fiscal Year 2009		
	Taxable Assessed Valuation	Rank	Percentage of Total Assessed Valuation	Taxable Assessed Valuation	Rank	Percentage of Total Assessed Valuation
Board of Trustees, Leland Stanford Jr. University	\$ 6,263,481	1	2.48%	\$ 4,274,155	1	2.75%
Google Inc.	3,490,160	2	1.39%	331,368	12	0.21%
Campus Holdings Inc.	3,076,342	3	1.22%	*		*
Apple Computer Inc.	1,232,162	4	0.49%	562,086	2	0.36%
Lockheed Missiles and Space Co. Inc.	996,510	5	0.39%	547,805	3	0.35%
Sobrato Interests	784,904	6	0.31%	*		*
Oracle Corp.	627,216	7	0.25%	515,411	4	0.33%
Menlo & Juniper Networks LLC	603,926	8	0.24%	*		*
Network Appliance Inc.	504,705	9	0.20%	427,385	9	0.28%
Applied Materials Inc.	491,686	10	0.19%	477,829	6	0.31%
VII Pac Shores Investors LLC	*		*	500,706	5	0.32%
Yahoo Inc.	*		*	462,633	7	0.30%
Hewlett Packard Co.	*		*	452,845	8	0.29%
Sun Microsystems Inc.	*		*	343,506	10	0.22%
Total	<u>\$ 18,071,092</u>		<u>7.16%</u>	<u>\$ 8,895,729</u>		<u>5.72%</u>

* Information not available

Source: California Municipal Statistics, Inc.

Midpeninsula Regional Open Space District

Property Tax Levies and Collections

Last Ten Fiscal Years

Fiscal Year	Levy ¹		Collections			
	Santa Clara County	San Mateo County	Santa Clara County	% of County	San Mateo County	% of County
	Taxes Levied	Taxes Levied	Collections	Levy	Collections	Levy
2016	\$ 1,186,363	\$ 527,932	\$ 1,177,636	99.3%	\$ 524,982	99.4%
2017	968,301	431,711	962,730	99.4%	429,436	99.5%
2018	1,558,456	705,842	1,553,773	99.7%	701,923	99.4%

Source: California Municipal Statistics, Inc.

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.

¹ District's general obligation bond debt service levy. Prior years are not available. Levy began in FY2015-16

Midpeninsula Regional Open Space District

Ratios of General Bonded Debt Outstanding

Last Ten Fiscal Years

(amounts expressed in thousands, except per-capita amount)

Fiscal Year	General Obligation Bonds	Debt Service Monies Available	Total	Taxable Assessed Value	Percentage of Taxable AV ¹	Per Capita ²
2009	\$ -	\$ -	\$ -	\$ 155,306,693	0.000%	\$ -
2010	-	-	-	160,376,725	0.000%	-
2011	-	-	-	159,777,663	0.000%	-
2012	-	-	-	162,250,428	0.000%	-
2013	-	-	-	169,774,177	0.000%	-
2014	-	-	-	183,976,034	0.000%	-
2015	-	-	-	195,005,584	0.000%	-
2016	45,000	3,116	41,884	214,740,668	0.020%	15.55
2017	44,225	2,194	42,031	231,940,459	0.018%	15.52
2018	104,570	5,785	98,785	250,718,954	0.039%	36.17

Source: Annual Financial Report

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.

¹ See the Schedule of Assessed and Actual Value of Taxable Property for property value data.

² Population data can be found in the Schedule of Demographic and Economic Statistics.

Midpeninsula Regional Open Space District

Legal Debt Margin Information

Last Ten Fiscal Years

(amounts expressed in thousands)

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Assessed Valuation:										
Assessed value subject to debt levy	\$ 155,306,693	\$ 160,376,725	\$ 159,777,663	\$ 162,250,428	\$ 169,774,177	\$ 183,976,034	\$ 195,005,584	\$ 214,740,668	\$ 231,940,459	\$ 250,718,954
Total assessed valuation	155,306,693	160,376,725	159,777,663	162,250,428	169,774,177	183,976,034	195,005,584	214,740,668	231,940,459	250,718,954
Debt Applicable to Limitation:										
Total debt	124,952	123,671	123,019	140,539	138,952	140,159	136,564	180,375	181,951	245,675
Less: amount available for repayment	-	-	-	-	-	-	-	3,116	2,200	5,785
Total debt applicable to limitation	124,952	123,671	123,019	140,539	138,952	140,159	136,564	177,259	179,751	239,890
Legal Debt Margin:										
Bonded debt limit (15% AV)	23,296,004	24,056,509	23,966,649	24,337,564	25,466,127	27,596,405	29,250,838	32,211,100	34,791,069	37,607,843
Debt applicable to limitation	124,952	123,671	123,019	140,539	138,952	140,159	136,564	177,259	179,751	239,890
Legal debt margin	<u>\$ 23,171,052</u>	<u>\$ 23,932,838</u>	<u>\$ 23,843,630</u>	<u>\$ 24,197,025</u>	<u>\$ 25,327,175</u>	<u>\$ 27,456,246</u>	<u>\$ 29,114,274</u>	<u>\$ 32,033,841</u>	<u>\$ 34,611,318</u>	<u>\$ 37,367,953</u>

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.

Under California Government Code Section 61126 (b) the Midpeninsula Regional Open Space District shall not incur bonded indebtedness that exceeds 15% of the total assessed property value.

Midpeninsula Regional Open Space District

Ratios of Outstanding Debt

Last Ten Fiscal Years

(amounts expressed in thousands, except per-capita amount)

Fiscal Year	General Obligation Bonds	Lease Revenue Bonds	Refunding Bonds	Bond Premiums	Notes Payable	Total	Taxable Assessed Value (AV)	Percentage of Taxable AV	Percentage of Personal Income	Per Capita
2009	\$ -	\$ 65,098	\$ 53,215	\$ 719	\$ 5,920	\$ 124,952	\$ 155,306,693	0.080%	0.126%	\$ 990.96
2010	-	65,049	52,204	663	5,755	123,671	160,376,725	0.077%	0.113%	915.89
2011	-	64,995	50,988	607	6,429	123,019	159,777,663	0.077%	0.102%	841.22
2012	-	51,947	49,179	2,515	36,898	140,539	162,250,428	0.087%	0.105%	874.60
2013	-	51,568	47,994	2,351	37,039	138,952	169,774,177	0.082%	0.102%	867.07
2014	-	51,021	50,665	2,188	36,285	140,159	183,976,034	0.076%	0.094%	811.92
2015	-	20,385	49,935	6,973	59,271	136,564	195,005,584	0.070%	0.083%	723.87
2016	45,000	20,290	47,300	9,087	58,698	180,375	214,740,668	0.084%	*	*
2017	44,225	1,080	57,410	20,475	58,761	181,951	231,940,459	0.078%	*	*
2018	104,570	930	78,870	26,839	34,466	245,675	250,718,954	0.098%	*	*

* Information not available

Source: Annual Financial Report

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.

(1) Details regarding the District's outstanding debt can be found in the notes to the financial statements.

(2) Refer to the Demographics Statistics for personal income and population data.

Midpeninsula Regional Open Space District

Demographic and Economic Statistics

Last Ten Fiscal Years

County of Santa Clara

Fiscal Year	Population ¹	Personal Income ² (in millions)	Per Capita Personal Income ²	Median Age ³	School Enrollment ⁴	County Unemployment Rate ⁵
2009	1,857,621	\$ 99,550	\$ 55,781	36.2	259,800	8.7%
2010	1,880,876	109,495	61,289	35.8	265,643	10.5%
2011	1,797,375	120,376	66,366	36.0	266,256	9.6%
2012	1,816,486	133,912	72,704	36.2	270,109	8.2%
2013	1,842,254	136,118	72,754	36.4	273,701	6.8%
2014	1,868,558	149,717	78,955	36.6	276,175	5.2%
2015	1,889,638	165,323	86,141	36.8	276,689	4.3%
2016	1,927,888	178,029	92,168	36.8	274,948	3.9%
2017	1,938,180	190,002	98,032	*	273,264	3.4%
2018	1,956,958	*	*	*	272,132	2.9%

County of San Mateo

Calendar Year	Population ¹	Personal Income ² (in millions)	Per Capita Personal Income ²	Median Age ³	School Enrollment ⁴	County Unemployment Rate ⁵
2009	713,617	\$ 50,175	\$ 70,311	38.9	89,971	8.9%
2010	719,951	53,084	73,739	39.3	91,371	8.5%
2011	729,425	58,228	79,872	39.4	92,097	7.9%
2012	740,738	65,167	87,986	39.6	93,674	6.8%
2013	750,489	65,656	87,501	39.3	93,931	5.6%
2014	758,581	71,111	93,672	39.4	94,567	4.3%
2015	759,155	78,607	102,516	39.8	95,187	3.5%
2016	765,895	82,046	106,615	39.5	95,502	3.2%
2017	770,203	87,486	113,410	*	95,620	2.9%
2018	774,155	*	*	*	95,155	2.5%

* Information not available

Data Sources

¹ State of California Department of Finance

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

³ U.S. Census Bureau, American Community Survey

⁴ State of California Department of Education

⁵ 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.

Midpeninsula Regional Open Space District

Capital Asset Statistics by Function

Last Ten Fiscal Years

Function	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Land:										
Number of preserves	26	26	26	26	26	26	26	26	26	26
Acreage:										
Santa Clara County	31,629.06	31,833.31	32,380.35	32,990.49	33,006.79	33,158.80	33,259.21	33,366.71	33,449.99	33,628.15
San Mateo County	25,325.44	26,588.84	26,704.01	27,625.36	28,668.49	28,977.86	29,063.13	29,452.58	29,643.96	29,664.41
Santa Cruz County	2,004.18	2,004.18	2,004.18	2,004.18	2,004.18	2,004.18	2,004.18	2,004.18	2,004.18	2,004.18
less: easements and life estates held by other parties	(1,825.88)	(1,825.88)	(1,825.88)	(1,825.88)	(1,825.88)	(1,825.88)	(1,825.88)	(1,825.88)	(1,825.88)	(1,802.88)
Total	57,132.80	58,600.45	59,262.66	60,794.15	61,853.58	62,314.96	62,500.64	62,997.59	63,272.25	63,493.86
Facilities:										
Administrative office	1	1	1	1	1	1	1	1	1	1
Field/patrol offices	2	2	2	2	2	2	2	2	2	3
Visitor Center	2	2	2	2	2	2	2	2	2	2
Vehicles & Equipment:										
Patrol vehicles	28	32	35	37	39	41	38	37	42	36
Service vehicles	3	3	3	3	3	5	8	10	13	10
Maintenance vehicles	5	5	6	8	9	13	16	19	25	29
Administrative vehicles	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	13
Motorcycles/ATVs/Electric bicycles	12	13	13	13	13	13	13	13	13	27
Bulldozers/excavators/tractors	16	16	17	17	20	21	21	23	23	20
Dump trucks	3	3	4	4	4	4	5	5	5	4
Water Truck	1	1	1	2	2	2	2	2	2	2
Trailers	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	25
Chippers/mowers	2	2	2	2	2	4	4	5	5	5

Source: Midpeninsula Regional Open Space District

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.

Beginning with FY2017-18 the District is using a new system for classifying and tracking vehicles and equipment.

Midpeninsula Regional Open Space District

Principal Employers
Most Current Year and Nine Years Ago

County of Santa Clara						
Employer	2018			2009		
	Number of Employees ¹	Rank	Percentage of Total Employment	Number of Employees ²	Rank	Percentage of Total Employment
Apple Computer, Inc.	25,000	1	2.44%	10,000	3	1.23%
Alphabet/Google Inc.	20,000	2	1.95%	*		*
County of Santa Clara	18,806	3	1.84%	*		*
Stanford University	16,919	4	1.65%	*		*
Cisco Systems Inc.	14,120	5	1.38%	13,000	1	1.60%
Kaiser Permanente	12,500	6	1.22%	5,000	10	0.61%
Stanford Healthcare	10,034	7	0.98%	5,500	8	0.68%
Tesla Motors Inc.	10,000	8	0.98%	*		
Intel Corporation	8,450	9	0.83%	5,000	9	0.61%
City of San Jose	6,159	10	0.60%	*		
Lockheed Martin Space Systems Co.	*		*	10,400	2	1.28%
Intuit, Inc.	*		*	8,000	4	0.98%
IBM Corporation	*		*	7,650	5	0.94%
Hewlett-Packard Co.	*		*	7,000	6	0.86%
KLA-Tencor Corporation	*		*	6,200	7	0.76%
Total	141,988		13.87%	77,750		9.55%

County of San Mateo ³						
Employer	2017 ⁴			2009		
	Number of Employees	Rank	Percentage of Total Employment	Number of Employees	Rank	Percentage of Total Employment
United Airlines	12,000	1	2.74%	*		*
Genentech Inc.	11,000	2	2.51%	8,800	1	2.60%
Facebook Inc.	7,091	3	1.62%	*		*
Oracle Corp.	6,781	4	1.55%	5,642	2	1.66%
County of San Mateo	5,485	5	1.25%	5,179	3	1.53%
Gilead Sciences Inc.	3,900	6	0.89%	1,480	10	0.44%
Visa U.S.A. Inc.	3,500	7	0.80%	*		*
Electronics Arts Inc.	2,367	8	0.54%	2,000	6	0.59%
Roberto Half International Inc.	1,790	9	0.41%	*		*
You Tube LLC.	1,700	10	0.39%	*		*
Kaiser Permanente	*		*	3,790	4	1.12%
Mills-Peninsula Health Services	*		*	2,500	5	0.74%
United States Postal Service	*		*	1,964	7	0.58%
San Mateo Community College District	*		*	1,800	8	0.53%
SLAC National Accelerator Laboratory	*		*	1,650	9	0.49%
Total	55,614		12.70%	34,805		10.28%

* Information not available

Source:

¹ Silicon Valley Business Journal, July 27, 2018

² County of Santa Clara Finance Department. FY2008-09 CAFR

³ San Francisco Business Times - 2018 Book of Lists and California Employment Development Department

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

Midpeninsula Regional Open Space District

Full-time Equivalent District Government Employees by Function

Last Ten Fiscal Years

Function	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Office of the General Manager	3.00	3.00	3.00	4.00	4.00	4.00	5.00	6.00	8.00	8.00
Real Property	5.00	5.00	5.00	5.00	5.00	5.00	6.00	7.00	4.00	5.00
Planning	13.50	13.50	14.00	14.00	14.00	14.00	14.00	14.00	10.50	11.50
Engineering & Construction	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	5.50	7.50
Public Affairs	8.00	8.00	8.00	8.00	9.00	9.00	11.00	12.00	8.00	8.00
Administration										
Reception	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Finance	3.25	3.25	3.25	3.25	3.25	4.75	4.75	5.25	9.25	9.25
Human Resources	2.00	2.00	2.00	2.50	3.50	3.50	5.50	7.00	7.00	7.00
Information Technology ¹	1.00	1.00	1.00	1.00	2.00	2.50	2.50	5.50	7.50	7.50
Operations										
Administration	6.50	6.50	6.00	6.00	6.00	6.00	6.00	6.00	N/A	N/A
Patrol	23.00	23.00	28.00	28.00	28.00	28.00	31.00	32.00	N/A	N/A
Land/Facilities Maintenance	20.00	20.00	26.00	26.00	26.00	26.00	28.30	30.30	N/A	N/A
Resource Management ²	6.00	6.00	6.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Land & Facilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	49.30	53.30
Visitor Services	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	41.90	41.90
General Counsel	2.50	2.50	2.50	2.50	2.50	2.50	2.50	2.50	2.50	2.50
Natural Resources ²	N/A	N/A	N/A	8.00	8.00	8.00	9.00	10.00	11.00	12.00
Total	94.75	94.75	105.75	109.25	112.25	114.25	126.55	138.55	165.45	174.45

Source: Midpeninsula Regional Open Space District

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.

¹ In 2015, the GIS function was integrated into Information Technology from the Planning Department

² In 2012, the Resource Management function under the Operations Department became the Natural Resources Department

During 2015, the District underwent a complete reorganization which became effective during FY 2016-17. As part of the reorganization, the Planning Department was split with a new Engineering & Construction Department, a portion of Real Property and Operations became the new Land & Facilities Department, and part of Public Affairs and Operations/Patrol became the new Visitor Services Department.

Midpeninsula Regional Open Space District

Operating Indicators by Function

Last Ten Fiscal Years

Function	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
General Manager										
Board meetings	29	37	31	45	36	35	33	31	31	44
Resolutions adopted	37	50	41	56	20	39	61	61	40	46
Real Property										
Acres preserved										
Santa Clara County	693.74	204.25	547.04	492.99	16.30	152.01	100.41	107.50	83.28	178.18
San Mateo County	1,047.45	1,263.40	115.17	921.35	1,043.14	309.37	393.26	81.45	191.38	20.46
Public Affairs										
Stewardship volunteer hours	8,854	9,849	11,314	11,843	11,232	13,579	14,354	15,839	17,440	16,088
Interpretation and education docent hours	3,875	3,305	5,433	4,669	5,559	4,718	5,828	4,462	4,697	4,320
Website visits	248,697	274,559	274,133	434,402	349,398	359,432	418,748	429,891	487,215	589,280
Operations										
Bicycle Accident	41	25	22	36	37	30	20	26	19	37
Equestrian Accident	-	2	1	1	2	-	1	2	-	-
Hiking/Running Accident	49	21	18	16	16	22	20	14	37	40
Other first aid	4	10	15	25	24	15	25	26	23	31
Search & rescue	9	11	15	10	8	5	8	3	4	2
Vehicle Accident	9	8	11	16	15	14	19	14	17	50
Fire	7	6	5	7	8	16	9	10	9	13
HazMat	-	3	3	-	-	1	1	6	1	3
Subject Citation/Juvenile Contact Report	510	558	509	526	737	617	825	767	678	592
Parking Citation	474	386	434	527	621	584	700	645	836	870
Arrests	1	2	1	1	2	1	4	3	2	-
Day Permits	973	954	1,059	1,235	1,237	1,521	2,154	2,541	2,530	2,676
Multi-day permits	134	214	248	225	253	306	306	321	366	419
Camping permits	195	221	259	341	336	393	476	573	613	570

Source: Midpenninsula Regional Open Space District

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.

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Other Independent Auditor's Reports



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH *GOVERNMENT AUDITING STANDARDS***

Board of Directors
Midpeninsula Regional Open Space District
Los Altos, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the governmental activities and each major fund of Midpeninsula Regional Open Space District (the District) as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated October 29, 2018.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not



Chavan & Associates, LLP

Certified Public Accountants

express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

C & A UP

October 29, 2018
San Jose, California



Russian Ridge Open Space Preserve by Jim Pravetz



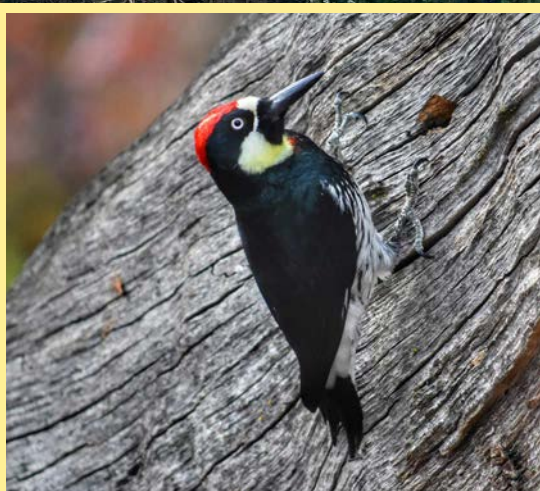
Midpeninsula Regional Open Space District

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



APPENDIX D:

MROSD Budget & Action Plan (FY 2019-20)



Midpeninsula Regional Open Space District

Budget and Action Plan FY2019-20

ADOPTED JUNE 26, 2019





Rancho San Antonio Open Space Preserve by Michelle Yau

FRONT COVER PHOTO CREDITS

Top: Sierra Azul Open Space Preserve by Carol Daniels

Lower Left: Ravenswood Open Space Preserve by John Green

Lower Middle: Rancho San Antonio Open Space Preserve by Donna Eck

Lower Right: Bear Creek Redwoods Open Space Preserve by Alisha Laborico

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General Manager's Transmittal

Dear Board of Directors and Midpen Constituents,

I am pleased to present Midpeninsula Regional Open Space District's fiscal year 2019-20 Budget and Action Plan, which reflects a balanced delivery of our mission for the long term.

In its 2012 strategic plan, the Board formalized its desire to elevate natural resource stewardship and public access to the same level as land conservation. With robust participation in an 18-month, science-based vision planning process, the community created a 40-year plan for open space with 54 priority action portfolios, strongly focused on expanding the greenbelt and increasing public access and environmental restoration throughout the District. In 2014, voters funded the top 25 priority portfolios by passing Measure AA.

This year, we're celebrating the first five years of progress on these priorities. We've protected an additional 1,515 acres of open space and completed dozens of habitat restoration and public access projects. These projects include opening Mount Umunhum, Lower La Honda Creek and the western area of Bear Creek Redwoods to the public, and extending the Mindego Hill Trail at Russian Ridge. Midpen also reintroduced conservation grazing on 315 acres, supporting sustainable agriculture.

This year's Vision Plan projects include: completing a critical 0.6-mile gap to establish 80 continuous miles of the San Francisco Bay Trail, preserving important coastal, agricultural and watershed lands, preparing design plans for new loop trails in Lower La Honda Creek, initiating site cleanup and rehabilitation of the Bear Creek Redwoods cultural landscape, and completing construction plans to repair the Alpine Road Trail at Coal Creek and the historic White Barn at Deer Hollow Farm in Rancho San Antonio.

Areas of special interest this fiscal year include enhancing wildfire resiliency, supporting sustainable agriculture and broadening our community outreach. We will continue work on reducing the agency's greenhouse gas emissions by 2020, and enhancing climate change resiliency by implementing new forest management strategies, protecting wildlife corridors, reducing wildland fire fuels, and expanding open space to sustain important refugia at different elevations.

Midpen continues to build organizational capacity to efficiently and effectively deliver on these public commitments. Internally over the past few years, we have restructured, developed a new project delivery process, implemented a project tracking system, and expanded our engineering and construction expertise. We are updating our business systems and databases, bringing new staff facilities online, and expanding our capacity for interpretive programming, natural resource stewardship, field data collection, grants and contract management.

The fiscal year 2019-20 Budget and Action Plan includes capital expenditures supporting the delivery of our mission that account for 27% of the budget, and the remaining includes salaries and benefits (34%), services and supplies (15%) and annual debt service obligations (24%). Total revenues and other funding sources are projected at \$75.5 million which include annual revenues at \$64.4 million, bond reimbursements at \$8.9 million and other funding sources at \$2.2 million, balancing a budget of \$74.8 million in expenses.

Property tax revenue growth from a robust economy and increasing assessed values continue to strengthen the agency's financial base. As Midpen opens new areas, engages new partners, and grows our interpretive and educational programs, public awareness, participation and appreciation of our mission are magnified. We're poised to take on this new wave of work and to expand our diverse coalitions to further leverage our resources and accomplish even more into the future.

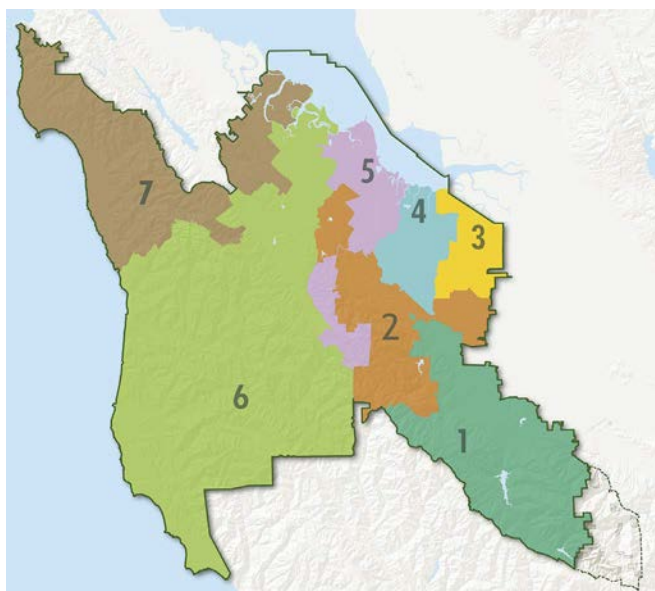


Respectfully submitted,

A handwritten signature in black ink, reading "Ana M. Ruiz". The signature is fluid and cursive, written in a professional style.

Ana Maria Ruiz
General Manager

Board of Directors & Management



District Wards



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

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

Executive Management

Ana María Ruiz—General Manager

Hilary Stevenson—General Counsel

Mike Foster—Controller

Susanna Chan—Assistant General Manager/Project Planning and Delivery

Brian Malone—Assistant General Manager/Visitor and Field Services

Stefan Jaskulak—Chief Financial Officer/Director of Administrative Services

Mission Statement

The mission of the Midpeninsula Regional Open Space District is to acquire and preserve a regional greenbelt of open space land in perpetuity, protect and restore the natural environment, and provide opportunities for ecologically sensitive public enjoyment and education.

Budget Document Preparation

Carmen Narayanan–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

Michael Jurich–Land and Facilities Services

Kirk Lenington–Natural Resources

Jason Lin–Engineering and Construction

Jane Mark–Planning

Carmen Narayanan–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



Bear Creek Redwoods Open Space Preserve by Alisha Laborico



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Midpeninsula Regional Open Space District
California**

For the Fiscal Year Beginning

July 1, 2018

Christopher P. Morill

Executive Director

*California Society of
Municipal Finance Officers*

Certificate of Award

***Excellence Award
Fiscal Year 2018-2019 Operating Budget***

Presented to the

Midpeninsula Regional Open Space District

For meeting the criteria established to achieve the CSMFO Excellence Award in Budgeting

January 4, 2019



Margaret Moggia

Margaret Moggia
CSMFO President

Sara J. Roush

Sara Roush, Chair
Recognition Committee

Dedicated Excellence in Municipal Financial Reporting

FY2019-20 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 FY2019-20 Strategic Plan provides high-level direction for the annual Budget and Action Plan.

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

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

Objective 2 – Build and strengthen diverse partnerships to implement a collaborative and science-based approach to environmental protection on the Peninsula, South Bay and San Mateo Coast

Objective 3 – Build and strengthen relationships with legislators to advocate environmental protection goals

Objective 4 – Take a regional leadership role in promoting the benefits of open space and sustainable agriculture

Objective 5 – Expand regional climate change resiliency and adaptation to preserve healthy natural systems

Objective 6 – Work with fire agencies and surrounding communities to strengthen the prevention of, preparation for and response to wildland fires

GOAL 2 Connect people to open space and a regional environmental protection vision

Objective 1 – Communicate the purpose of the regional environmental protection vision

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

Objective 3 – Expand opportunities to connect people to their public open space preserves consistent with an environmental protection vision

GOAL 3 Strengthen organizational capacity to fulfill the mission

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

Objective 2 – Continuously improve recent process and business model changes to effectively and efficiently deliver Vision Plan projects and the District’s ongoing functions

Objective 3 – Reflect the changing community we serve in the District’s visitors, staff, volunteers, and partners

Objective 4 – Build state of readiness for potential disruptions by completing a risk assessment and creating a business continuity plan

GOAL 4 Position the District for long-term financial sustainability to fulfill the District’s mission on behalf of the public

Objective 1 – Continue to engage constituents for bond sales and via the work of the Bond Oversight Committee – “Promises made, promises kept.”

Objective 2 – Pursue discretionary funding opportunities and partnerships to augment operating, capital, and bond funding sources

Objective 3 – Ensure discretionary funding opportunities are available and successful through advocacy and education

Objective 4 – Ensure large capital expenses are evaluated within the long-term financial model and remain financially sustainable

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

Regional Map



- | | | | | |
|----------------------------|---------------------|----------------------------|--|------------------|
| 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 | |

RESOLUTION NO. 19-15

RESOLUTION OF THE BOARD OF DIRECTORS OF THE MIDPENINSULA REGIONAL OPEN SPACE DISTRICT ADOPTING THE BUDGET FOR FISCAL YEAR 2019-20 AND THE THREE-YEAR CAPITAL IMPROVEMENT AND ACTION PLAN 2020-2022

WHEREAS, the Board of Directors of the Midpeninsula Regional Open Space District desires to establish a Budget for Fiscal Year 2019-20 (Exhibit A); and

WHEREAS, the Board of Directors of the Midpeninsula Regional Open Space District desires to establish a Three-Year 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 Infrastructure and Other (Vehicles, Equipment, Facilities) (Exhibit A – Section III); and

WHEREAS, the Board of Directors confirms adjustments made administratively to the Capital Project balances during the preparation of the Proposed Budget, and to accommodate the carryover of unspent current Fiscal Year Capital Project appropriations in Fund 40 – General Fund Capital for those projects where work and expenditures will continue in the upcoming fiscal year;

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 2019-20.

DISTRICT BUDGET BY FUND	FY2019-20 PROPOSED BUDGET
Fund 10 – General Fund Operating	\$37,003,848
Fund 20 – Hawthorns	\$140,200
Fund 30 – MAA Capital	\$9,447,647
Fund 40 – General Fund Capital	\$10,546,595
Fund 50 – Debt Service	\$17,669,563
TOTAL	\$74,807,853

SECTION TWO. Adopt the proposed Three-Year Capital Improvement and Action Plan 2020-2022.

SECTION THREE. The projects scheduled for implementation for Fiscal Year 2019-20 shall be included in the Capital and Operating Budget of the District's Proposed Budget for Fiscal Year 2019-20.

SECTION FOUR. The following transfers are approved and the General Manager or designee is authorized to implement said transfers: \$300,000 from the General Fund Unassigned Fund Balance to the Committed for Promissory Note Fund, and all current and future rental income from 5050 El Camino Real, Los Altos, CA and 240 Cristich Avenue, Campbell, CA

from the General Fund Unassigned Fund Balance to the Committed for Infrastructure Fund, until commencement of construction/remodel activities.

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 26, 2019 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:



Secretary
Board of Directors

APPROVED:



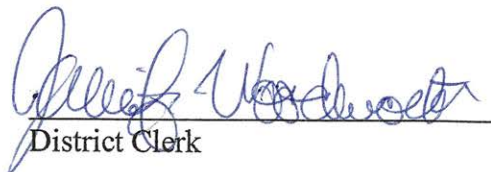
President
Board of Directors

APPROVED AS TO FORM:



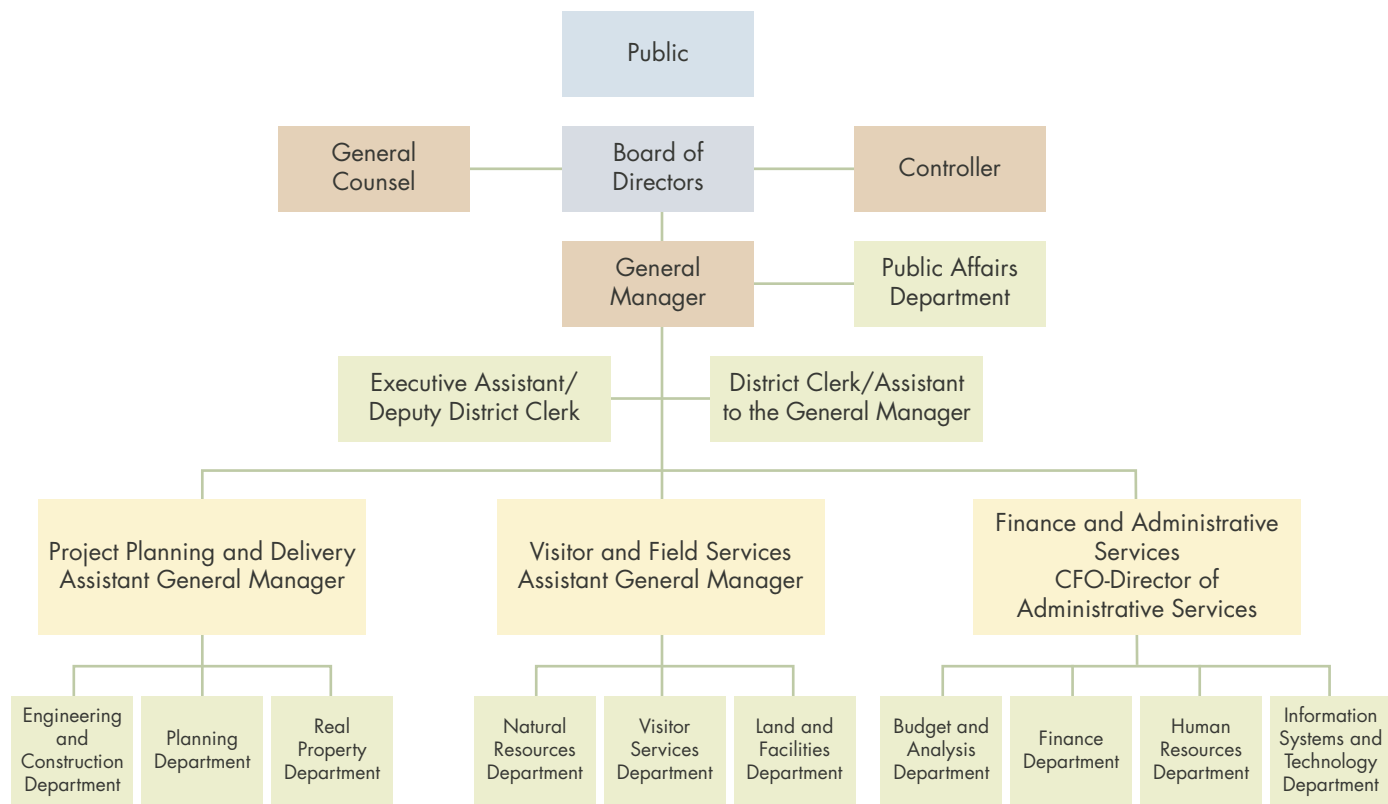
General Counsel

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











District Clerk

Organizational Chart



Midpen At-A-Glance

 Founded in 1972	 63,927 Acres (as of June 2019)	 243 Miles of Trails	 26 Preserves
 183 Full-Time Employees	 Over 2 Million Visitors Per Year	 \$74.8 Million Budget	 760,000 Residents

About Us

HISTORY

The late 1960s was a time of rapid growth in the Bay Area. As tract housing and commercial development began to dominate the “Valley of Heart’s Delight,” concern for the preservation of the Midpeninsula’s irreplaceable foothill and bayland natural resources mounted among open space advocates. Through the determined and heart-felt efforts of local conservationists, the Midpeninsula Regional Open Space District (Midpen) was created when the Measure R Room to Breathe Initiative passed in 1972.

Midpen was founded in 1972 as an independent special district to preserve the regional greenbelt in northwestern Santa Clara County. The voters expanded the District boundary in 1976 to include southern San Mateo County and again in 1992, to add a small portion of Santa Cruz County. In 2004, through the Coastside Protection Program, the District was extended to the Pacific Ocean in San Mateo County.

GOVERNANCE

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

STAFFING

The staff currently includes over 180 employees in 11 departments: Budget and Analysis, Engineering and Construction, Finance, Human Resources, Information Systems and Technology, Land and Facilities Services, Natural Resources, Planning, Public Affairs, Real Property, and Visitor Services.

SERVICES

Midpen’s purpose is to create a regional greenbelt of unspoiled public open space lands in order to permanently protect the area’s natural resources and to provide for public use and enjoyment. Midpen has preserved over 63,000 acres of public land and manages 26 open space preserves. The District boundary extends from San Carlos to Los Gatos and to the Pacific Ocean from south of Pacifica to the Santa Cruz County line. The boundary includes approximately 200 square miles of Santa Clara County, 350 square miles of San Mateo County and 2.6 square miles of Santa Cruz County.

Midpen open space preserves are generally kept in a natural condition in order to best protect the environment and wildlife habitat, and are developed with only the amenities needed to provide low-intensity recreation. Ranging from 55 to over 19,000 acres, 24 preserves are open to the public free of charge, 365 days a year. Our estimated annual 2 million visitors will find over 243 miles of trails, ranging from easy to challenging terrain. In addition to open spaces and hiking trails, special amenities include a backpacking camp, nature center, historic farm and a winery.

Midpen’s open space preserves offer a great variety of environments, wildlife habitats and plant life. Preserves include redwood, oak, and fir forests, chaparral-covered hillsides, riparian corridors, grasslands, and wetlands along the San Francisco Bay. These lands provide critical habitat for mountain lion, bobcat, coyote, deer, golden eagle, red-legged frog, California newt, Coho salmon and different varieties of wildflower.

For more information about Midpen, visit our website at www.openspace.org.

Demographics and Economic Statistics

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 Ten Fiscal Years

County of Santa Clara

Fiscal Year	Population ¹	Personal Income ² (in millions)	Per Capita Personal Income ²	Median Age ³	School Enrollment ⁴	County Unemployment Rate ⁵
2009	1,857,621	\$99,550	\$55,781	36.2	259,800	8.7%
2010	1,880,876	109,495	61,289	35.8	265,643	10.5%
2011	1,797,375	120,376	66,366	36.0	266,256	9.6%
2012	1,816,486	133,912	72,704	36.2	270,109	8.2%
2013	1,842,254	136,118	72,754	36.4	273,701	6.8%
2014	1,868,558	149,717	78,955	36.6	276,175	5.2%
2015	1,889,638	165,323	86,141	36.8	276,689	4.3%
2016	1,927,888	178,029	92,168	36.8	274,948	3.9%
2017	1,938,180	190,002	98,032	*	273,264	3.4%
2018	1,956,958	*	*	*	272,132	2.9%

County of San Mateo

Calendar Year	Population ¹	Personal Income ² (in millions)	Per Capita Personal Income ²	Median Age ³	School Enrollment ⁴	County Unemployment Rate ⁵
2009	713,617	\$50,175	\$70,311	38.9	89,971	8.9%
2010	719,951	53,084	73,739	39.3	91,371	8.5%
2011	729,425	58,228	79,872	39.4	92,097	7.9%
2012	740,738	65,167	87,986	39.6	93,674	6.8%
2013	750,489	65,656	87,501	39.3	93,931	5.6%
2014	758,581	71,111	93,672	39.4	94,567	4.3%
2015	759,155	78,607	102,516	39.8	95,187	3.5%
2016	765,895	82,046	106,615	39.5	95,502	3.2%
2017	770,203	87,486	113,410	*	95,620	2.9%
2018	774,155	*	*	*	95,155	2.5%

*Information not available

Data Sources

¹State of California Department of Finance

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

³U.S. Census Bureau, American Community Survey

⁴State of California Department of Education

⁵State of California Employment Development Department, Labor Market Division

Notes: Starting fiscal year (FY) 2015-16, Midpen 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	2018			2009		
	Number of Employees ¹	Rank	Percentage of Total Employment	Number of Employees ²	Rank	Percentage of Total Employment
Apple Computer, Inc.	25,000	1	2.44%	10,000	3	1.23%
Alphabet/Google Inc.	20,000	2	1.95	*		*
County of Santa Clara	18,806	3	1.84	*		*
Stanford University	16,919	4	1.65	*		*
Cisco Systems Inc.	14,120	5	1.38	13,000	1	1.60%
Kaiser Permanente	12,500	6	1.22	5,000	10	0.61%
Stanford Healthcare	10,034	7	0.98	5,500	8	0.68%
Tesla Motors Inc.	10,000	8	0.98	*		
Intel Corporation	8,450	9	0.83	5,000	9	0.61%
City of San Jose	6,159	10	0.60	*		
Lockheed Martin Space Systems Co.	*		*	10,400	2	1.28%
Intuit, Inc.	*		*	8,000	4	0.98%
IBM Corporation	*		*	7,500	5	0.94%
Hewlett-Packard Co.	*		*	7,000	6	0.86%
KLA-Tencor Corporation	*		*	6,200	7	0.76%
Total	141,988		13.87%	77,750		9.55%

County of San Mateo³

Employer	2017 ⁴			2009		
	Number of Employees	Rank	Percentage of Total Employment	Number of Employees	Rank	Percentage of Total Employment
United Airlines	12,000	1	2.474%	*		*
Genentech Inc.	11,000	2	2.51	8,800	1	2.60%
Facebook Inc.	7,091	3	1.62	*		*
Oracle Corp.	6,781	4	1.55	5,642	2	1.66%
County of San Mateo	5,485	5	1.25	5,179	3	1.53%
Gilead Sciences Inc.	3,900	6	0.89	1,480	10	0.44%
Visa U.S.A. Inc.	3,500	7	0.80	*		*
Electronic Arts Inc.	2,367	8	0.54	2,000	6	0.59%
Robert Half International Inc.	1,790	9	0.41	*		*
YouTube LLC	1,700	10	0.39	*		*
Kaiser Permanente	*		*	3,790	4	1.12%
Mills-Peninsula Health Services	*		*	2,500	5	0.74%
United States Postal Service	*		*	1,964	7	0.58%
San Mateo Community College District	*		*	1,800	8	0.53%
SLAC National Accelerator Laboratory	*		*	1,650	9	0.49%
Total	55,614		12.70%	34,805		10.28%

*Information not available

Data Sources

¹Silicon Valley Business Journal, July 27, 2018

²County of Santa Clara Finance Department. FY2008-09 CAFR

³San Francisco Business Times – 2018 Book of Lists and California Employment Development Department

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



Section II

Budget Summary and Overview



Russian Ridge Open Space Preserve by Samantha Tan

Budget Summary and Overview

The Midpeninsula Regional Open Space District's Proposed Fiscal Year (FY) 2019-20 Budget reflects Midpen's priorities established by the Board of Directors in December 2018 as part of its annual Strategic Plan update. Based upon these priorities, staff prepared the FY2019-20 Proposed Three-Year Capital Improvement and Action Plan (included in Section III) for Board approval. Subsequently, staff developed a detailed budget by department and fund which are included in Budget Summary and Overview (Section II) and Department Summaries (Section IV).

FY2019-20 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 funding (Fund 30 is a major fund).

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

Fund 50: Debt Service. 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 (49%), reflecting the organization's focus on project delivery. Capital projects and land acquisition account for 27% of the budget and debt service totals almost 24%.

The following table breaks out the revenue and expenses by fund. Each fund has either a balanced budget for FY2019-20 or a positive change in fund balance. Once adopted, appropriations are made for all funds at the fund level.

FY2019-20 Budget by Fund

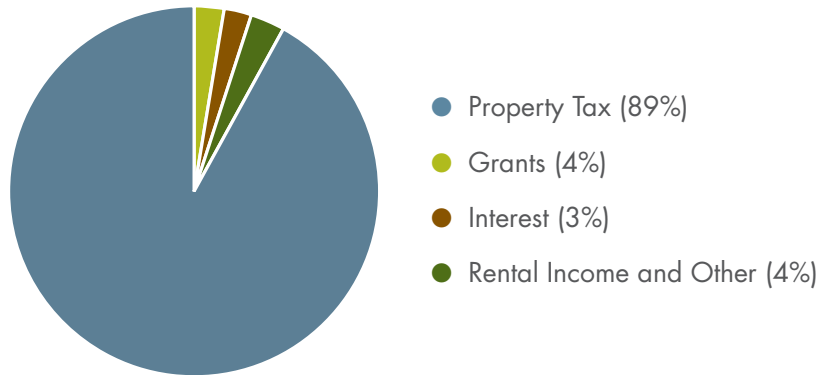
FY2019-20 Change in Fund Balance	Fund 10 General Fund Operating	Fund 20 Hawthorns	Fund 30 Measure AA Capital	Fund 40 General Fund Capital	Fund 50 Debt Service	Total
Revenue						
Property Tax Revenues	\$52,055,000				\$5,435,350	\$57,490,350
Grants (Awarded)	296,300		2,108,421			2,404,721
Interest Income	1,078,000	39,000			874,000	1,991,000
Rental Income	1,331,773					1,331,773
Rental Income (5050 El Camino Real)	729,105					729,105
Rancho San Antonio Agreement	379,157					379,157
Miscellaneous	100,000					100,000
Total Revenues	55,969,335	39,000	2,108,421	0	6,309,350	64,426,106
Other Funding Sources						
Bond Reimbursements			7,039,226	1,846,720		8,885,946
Hawthorns Fund		101,200				101,200
Bond/Debt Service Premium					1,632,923	1,632,923
Restricted Fund Transfer			300,000			300,000
Assigned Fund Balance Transfers				924,450		924,450
Committed for Infrastructure Transfer	(729,105)					(729,105)
General Fund Transfers	(18,172,800)			7,775,425	10,397,375	0
Total Other Funding Sources	(18,901,905)	101,200	7,339,226	10,546,595	12,030,298	11,115,414
Grand Total: Revenues & Other Funding Sources	37,067,430	140,200	9,447,647	10,546,595	18,339,648	75,541,520
Expenses						
Operating	37,475,545	92,200				37,567,745
Labor Reimbursement	(471,697)					(471,697)
Capital		48,000	9,447,647	10,546,595		20,042,242
Debt Service (General Fund Debt)					10,397,375	10,397,375
Debt Service (Measure AA Debt)					7,272,188	7,272,188
Total Expenses	\$37,003,848	\$140,200	9,447,647	\$10,546,595	\$17,669,563	\$74,807,853
Change in Fund Balance	\$63,582	\$0	\$0	\$0	\$670,085	\$733,667

Revenues

Midpen's FY2019-20 revenue estimate totals \$64.4 million with the vast majority, 89% or \$57.5 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.

Other sources of revenue include grants; rental income from leased properties, which includes residences and land for agriculture or grazing; income from the County of Santa Clara for the operation and maintenance of Rancho San Antonio County Park; and interest income. The chart below provides a breakdown of projected FY2019-20 revenue by source.

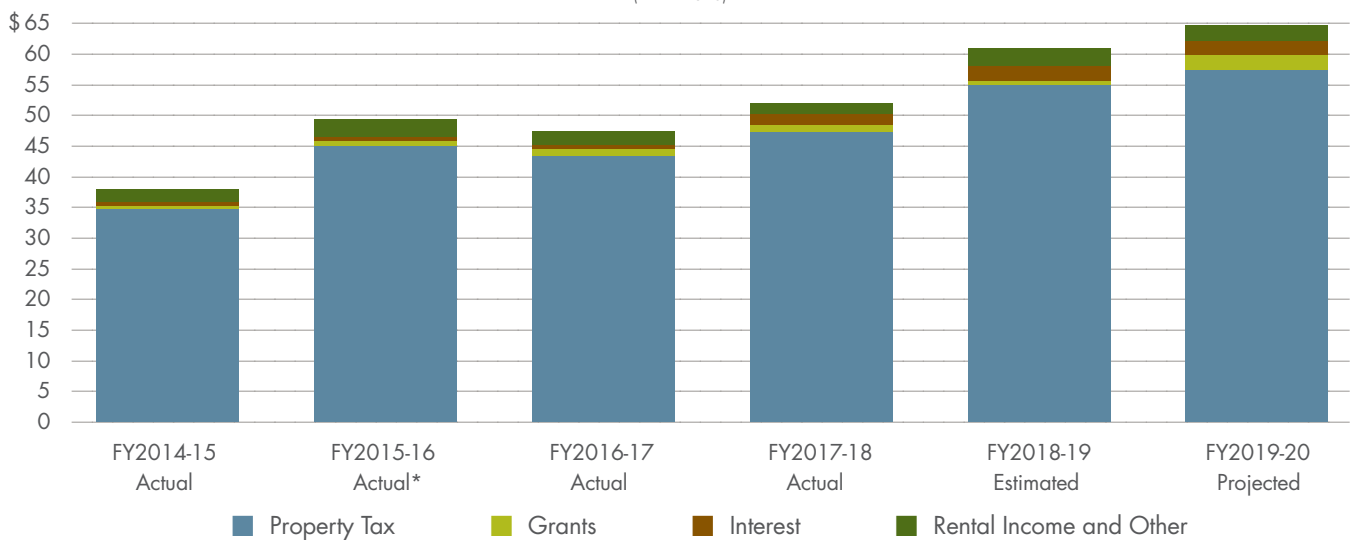
FY2019-20 Revenue by Source



	Property Tax	Grants	Interest	Rental Income and Other	Total
Amount	\$57,490,350	\$2,404,721	\$1,991,000	\$2,540,035	\$64,426,106
Percent	89%	4%	3%	4%	100%

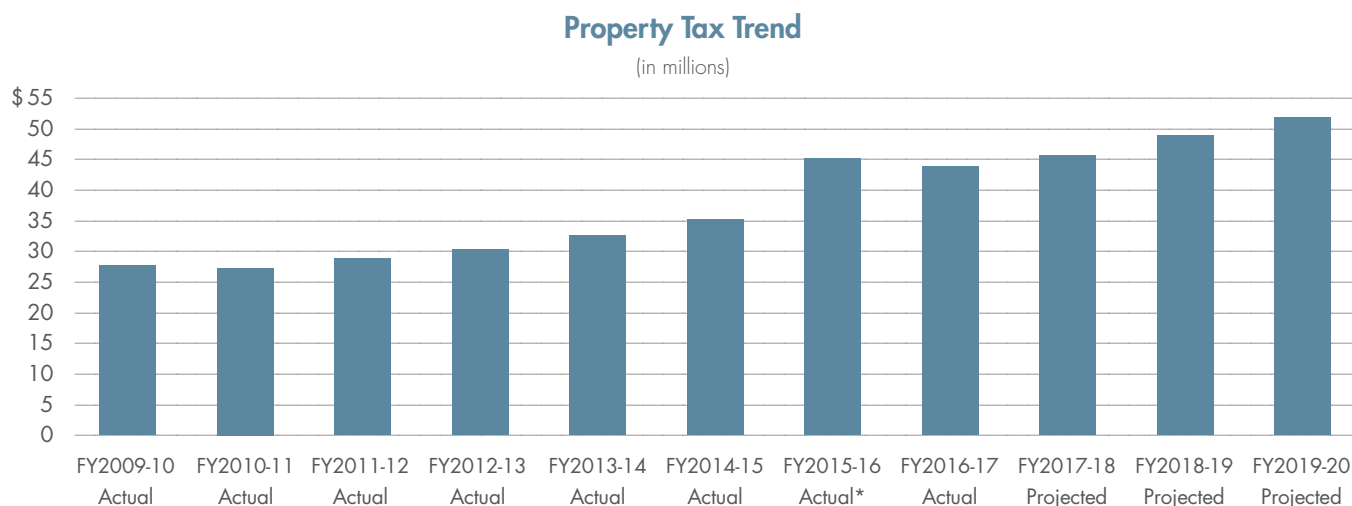
Total Revenue Trend

(in millions)



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

Property taxes continue to grow as both residential and commercial property markets experience strong demand. To a large degree, this is the result of the ongoing strength and expansion of the Silicon Valley region's economy and the need to expand commercial facilities to accommodate the increased workforce. The following graph depicts the historical and projected trend for general fund property tax revenues (excluding Measure AA ad valorem levy for debt service).



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

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

2016-2020 General Fund Tax Revenue

	Actual FY2016	Actual FY2017	Actual FY2018	Budget FY2019	Estimated FY2019	Budget FY2020	% Increase*
Santa Clara County							
Current Secured	\$23,304,000	\$25,277,000	\$27,254,000	\$29,155,000	\$29,271,000	\$31,173,000	6.5%
Current Unsecured	1,787,000	1,747,000	1,860,000	2,086,600	1,934,000	1,983,000	2.5%
Total Santa Clara County	25,091,000	27,024,000	29,114,000	31,241,600	31,205,000	33,156,000	6.3%
San Mateo County							
Current Secured	11,126,000	12,039,000	13,008,000	13,938,600	14,049,000	15,102,000	7.5%
Current Unsecured	523,000	515,000	544,000	551,800	647,000	667,000	3.1%
Prior Taxes	(7,000)	(14,000)	0	0	0	0	0.0%
Total San Mateo County	11,642,000	12,540,000	13,552,000	14,490,400	14,696,000	15,769,000	7.3%
Supplement + HOPT	1,429,000	1,578,000	1,598,000	1,364,000	1,566,000	1,472,000	- 6.0%
Redevelopment	1,302,000	1,148,000	1,477,000	1,217,000	1,625,000	1,658,000	2.0%
Total Tax Revenue	\$39,464,000	\$42,290,000	\$45,741,000	\$48,313,000	\$49,092,000	\$52,055,000	6.0%

*Percentage increase compares Budget FY2020 to Estimated FY2019.

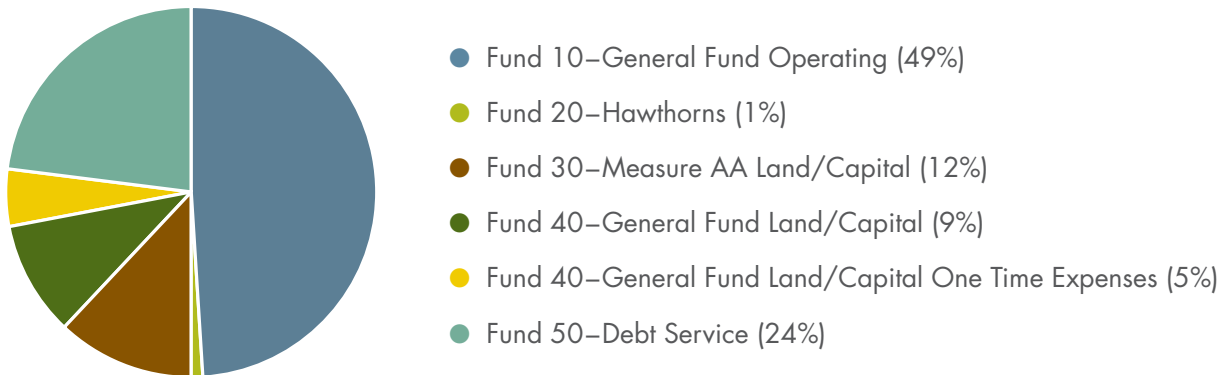
Expenditures

Midpen's FY2019-20 budget totals \$71 million (\$74.8 million inclusive of the one-time land acquisition), reflecting increased capital expenditures as the organization continues implementation of Measure AA funded projects, and the addition of a net of 3.5 positions to deliver projects and continue the organizational build-out outlined in the Financial and Operational Sustainability Model (FOSM). The net total budget increase is 11%, exclusive of the one-time land acquisition.

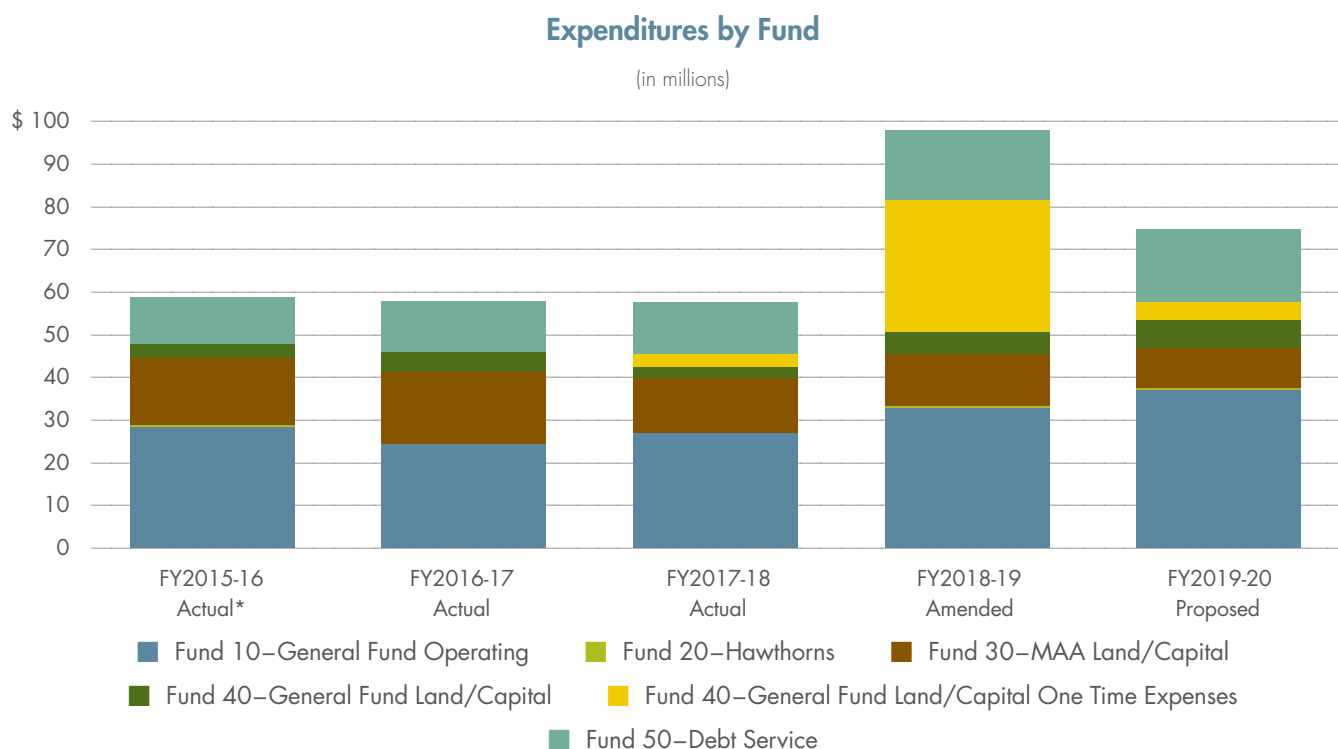
The following table and chart provide a summary of the FY2019-20 budget by fund.

Midpen Budget By Funding Source	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Annual Budget	\$ Change From FY2018-19 Amended Budget	% Change From FY2018-19 Amended Budget
Fund 10–General Fund Operating	\$27,418,768	\$33,485,935	\$37,003,848	\$3,517,913	11%
Fund 20–Hawthorns	40,412	53,500	140,200	86,700	162%
Fund 30–MAA Land/Capital	12,038,108	12,660,082	9,447,647	(3,212,435)	-25%
Fund 40–General Fund Land/Capital	2,479,760	4,424,184	6,746,595	2,322,411	52%
Fund 50–Debt Service	12,605,796	15,670,990	17,669,563	1,998,573	13%
Subtotal Midpen Budget	54,582,844	66,294,691	71,007,853	4,713,162	7%
Fund 40–General Fund Land/Capital One Time Expenses	3,072,054	31,550,100	3,800,000	(27,750,100)	-88%
Total Midpen Budget	\$57,654,898	\$97,844,791	\$74,807,853	(\$23,036,938)	-24%

FY2019-20 Budget by Source



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



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

FUND 10 – GENERAL FUND OPERATING

The General Fund Operating increase of 11%, or \$3.52 million, includes Salaries and Benefits as well as Services and Supplies. Net Salaries and Benefits represent \$2.25 million of the Fund 10 increase; this is due to budgeting for all currently approved positions, the annualized cost of new positions added in FY2019-20, combined with cost-of-living adjustments, annual step increases, and changes in the costs of benefits.

Services and Supplies also rose, representing \$1.27 million of the Fund 10 increase. This reflects an increase to overall operating projects expenditures, such as an increase in restoration mitigation costs associated with capital improvement projects like the opening of the Mount Umunhum summit and western area of Bear Creek Redwoods. In addition, the proposed CIAP and Budget includes a substantial increase in total funds and key Action Plan projects to expand Midpen's efforts in preventing, preparing for, and responding to potential wildland fires.

FUND 20 – HAWTHORNS

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

FUND 30 – MEASURE AA LAND/CAPITAL

The Measure AA Capital fund reduction of 25%, or \$3.21 million, in projected annual expenses does not represent a reduction in effort on Measure AA (MAA) projects; it reflects a shift in project phases. Fewer MAA projects are currently in the construction phase. For example, there are over 30 MAA projects on the CIAP next year in various stages of planning and construction, while other large projects such as Cooley Landing Interpretive Facilities Design and Implementation and Twin Creeks Land Conservation have largely been expensed.

The Measure AA Capital fund reduction includes both lower reimbursable labor (-\$400,000) and project expenditures (-\$900,000). If projects such as the Saratoga-to-Sea Regional Trail and Ravenswood Bay Trail progress faster than anticipated, MAA funds are available in FY2019-20 to increase the project budget with prior Board approval. The decrease in reimbursable labor is primarily due to the lack of shovel-ready trail projects for Midpen’s special projects crews, given where most projects are on the schedule, on-the-ground construction is set to occur in future fiscal years, starting in FY2020-21. Midpen will shift and utilize this available special project crews capacity in FY2019-20 to supplement and expand upon the fuel reduction work of the maintenance crews.

Measure AA projects in FY2019-20 include the conservation of important coastal agricultural and watershed lands, the Highway 17 Wildlife and Trail Crossing project, the Bear Creek Redwoods Alma College Site Rehabilitation Plan, the Saratoga-to-Sea Regional Trail and the Ravenswood Bay Trail. Additional projects include the Bear Creek Redwoods Landfill Characterization and Remediation and grazing infrastructure improvements. Work will also continue on the Lower La Honda Creek Phase II Trails, Hawthorns Public Access Site Plan, and repairs to the Alpine Road Regional Trail.

FUND 40 – GENERAL FUND LAND/CAPITAL

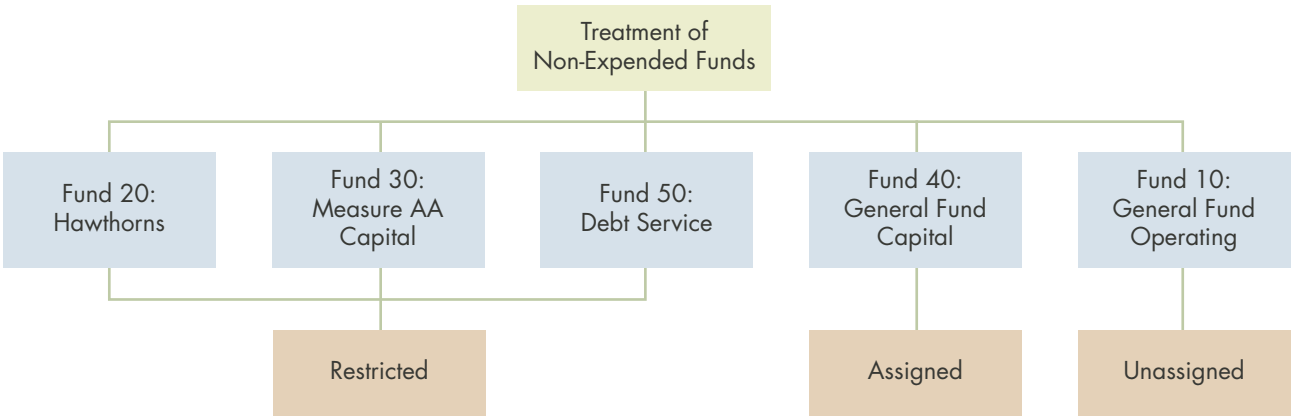
The increase of 52% in General Fund Capital (\$2.32 million) is largely driven by projects in support of Measure AA and the Vision Plan. Other projects included in next year’s plan are to improve Midpen’s infrastructure, offices, vehicles and equipment; complete repairs and maintenance on Midpen-owned residences and driveways; improve grazing infrastructure; and demolish unoccupied structures.

Of note, the most expensive project included in General Fund Capital for next year is a coastal acquisition that will preserve important grazing and watershed lands in Vision Plan Portfolio 32: Tunitas Creek: Additional Watershed Preservation and Conservation Grazing. This acquisition is not eligible for Measure AA funding (project lies outside the top 25 Vision Plan Priority Action areas). This project is excluded from the increases to General Fund Capital noted above since it is a one-time land acquisition project.

FUND 50 – DEBT SERVICE

The Debt Service fund for FY2019-20 increased by approximately \$2 million from FY2018-19, or 13%. Annual debt service principal payments are now due on the recently issued 2018 General Obligation Bonds (Series GO Green Bonds).

Treatment of Non-Expended Funds Flowchart



For FY2019-20, operating expenses are expected to increase at a moderate rate; the inclusion of 3.5 additional net positions supports continued project implementation and delivery of Midpen’s mission to the public.

Consistent with Midpen’s practice over the last three fiscal years, land acquisitions will be budgeted if the transaction has great certainty, otherwise the budget is amended at the time of purchase.

The first table on the next page illustrates the breakdown of the FY2019-20 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 IV.

FY2019-20 Budget by Fund and Expenditure Type

Midpen Budget by Expenditure Category	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Annual Budget	\$ Change From FY2018-19 Amended Budget	% Change From FY2018-19 Amended Budget
Salaries and Benefits	\$20,714,676	\$23,968,255	\$25,821,535	\$1,853,280	8%
Less: MAA Reimbursable Staff Costs	(730,701)	(866,385)	(471,697)	394,688	- 46%
Net Salaries and Benefits	19,983,975	23,101,870	25,349,838	2,247,968	10%
Services and Supplies	7,434,793	10,384,065	11,654,010	1,269,945	12%
Total Operating Expenditures	27,418,768	33,485,935	37,003,848	3,517,913	11%
Hawthorns Operating	24,277	53,500	92,200	38,700	72%
Hawthorns Capital	16,135	0	48,000	48,000	-
Total Hawthorns Expenditures	40,412	53,500	140,200	86,700	162%
General Fund Capital (Fund 40)	1,926,326	3,967,184	5,911,095	1,943,911	49%
Measure AA Capital (Fund 30)	8,459,359	10,417,082	9,434,147	(982,935)	- 9%
Total Capital Expenditures	10,385,685	14,384,266	15,345,242	960,976	7%
General Fund Land and Associated Costs (Fund 40)	3,625,488	32,007,100	4,635,500	(27,371,600)	- 86%
Measure AA Land and Associated Costs (Fund 30)	3,578,749	2,243,000	13,500	(2,229,500)	- 99%
Total Land and Associated Costs	7,204,237	34,250,100	4,649,000	(29,601,100)	- 86%
Debt Service	12,605,796	15,670,990	17,669,563	1,998,573	13%
Total Debt Service (Fund 50)	12,605,796	15,670,990	17,669,563	1,998,573	13%
Total Midpen Budget	\$57,654,898	\$97,844,791	\$74,807,853	(\$23,036,938)	- 24%

FY2019-20 Budget by Department

Midpen Budget by Department	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Annual Budget	\$ Change From FY2018-19 Amended Budget	% Change From FY2018-19 Amended Budget
Administrative Services	\$5,545,099	\$6,388,642	\$6,803,459	\$414,817	6%
Engineering and Construction	7,117,752	8,117,669	9,994,698	1,877,029	23%
General Counsel	598,438	616,240	752,420	136,180	22%
General Manager	1,453,468	2,599,741	2,097,810	(501,931)	- 19%
Land and Facilities	9,884,854	12,881,083	13,706,416	825,333	6%
Natural Resources	2,867,380	4,601,287	5,986,696	1,385,409	30%
Planning	2,661,652	4,216,014	3,105,268	(1,110,746)	- 26%
Public Affairs	1,561,633	1,810,010	2,018,527	208,517	12%
Real Property	4,891,287	3,676,754	1,810,593	(1,866,161)	- 51%
Visitor Services	5,133,102	5,716,261	7,062,403	1,346,142	24%
Debt Service	12,918,180	15,670,990	17,669,563	1,998,573	13%
Total Midpen Budget	54,582,845	66,294,691	71,007,853	4,713,162	7%
One Time Expense: Fund 40 Land/Buildings	3,072,054	31,550,100	3,800,000	(27,750,100)	- 88%
Grand Total: Midpen Budget	\$57,654,898	\$97,844,791	\$74,807,853	(\$23,036,938)	- 24%

Midpen Staffing

Midpen staffing for FY2019-20 is budgeted for 182.95 Full Time Equivalents (FTEs); representing a recommended increase of 3.5 positions over the FY2018-19 amended staffing level of 179.45 FTEs.

Activity since the inception of the Financial and Operational Sustainability Model (FOSM) which was approved in 2014 is summarized in the first table on the following page. Consistent with the FOSM, the recommended 3.5 net positions are within the agency-wide anticipated total growth numbers. It is important to note that the FOSM projections did not account for the notable rise in visitation levels that Midpen is experiencing with the opening of new preserve areas.

ADMINISTRATIVE SERVICES

Senior Accounting Technician (1 FTE)

This technician's time will be split evenly to support the Grants and Procurement programs. The addition of this position will help increase the amount of grants Midpen has the capacity to apply for as well as assist with the grants reporting, compliance and administration of the grants making program. This position also increases the amount of procurement support provided to staff to enter into consulting and contractor contracts for operating and capital projects, both on-call and standard, and to track draw-downs and status of contracts.

LAND AND FACILITIES

Lead Open Space Technician (1 FTE)

This position will focus on resource management projects and monitor the quality of work completed by outside contractors and partners. As a lead position, the new technician will also allow Midpen to expand our resource management partnerships with outside organizations, including such groups as the San Jose Conservation Corps and AmeriCorps, to complete additional resource management, habitat restoration, and fuel management work. The new technician will also add capacity to complete the mounting mitigation and restoration work resulting from new Measure AA public access projects.

NATURAL RESOURCES

Management Analyst I (1 FTE, net zero)

This position converts the limited term Climate Resiliency Fellow position to a regular position to continue coordination, tracking, and implementation of the Board-approved Climate Action Plan. The analyst will also provide Natural Resources department staff with support in project administration, including interfacing and streamlining contracting, budgeting and accounting practices, and gathering performance metrics, including tracking reductions in operational carbon emissions to reach the Board-approved greenhouse gas reduction goals.

VISITOR SERVICES

Visitor Services Intern (0.5 FTE)

In FY2019-20, the intern will continue the visitation count survey project that began in 2016. The primary goal will be to estimate annual visitation rates for Midpen preserves and also focus on visitor use for planning purposes and Bear Creek Redwoods Open Space Preserve use. There was no Visitor Services Intern budgeted in FY2018-19.

Interpretive Specialist (1 FTE)

The Board has expressed interest in the expansion of the interpretive and educational programs. The Docent Volunteer Programs Structure Study provided a blueprint to increase the impact and outreach of Midpen docent and volunteer programs. A critical recommendation of the study was an additional position to support the interpretive programs. This position will facilitate improved training, coaching, supporting, and monitoring of the Outdoor Activity Docent and Nature Center Host programs. The addition of professional program staff builds capacity for new program collaborations, partnerships, and program expansion. This position will lead coordination efforts for the outdoor activity interpretive program, including training and coordinating with docents.

FY2018-19 STAFF CHANGES

In March 2019, the Board approved one new position, Executive Assistant/Legal Secretary (1 FTE). Due to an increase in work complexity and load, this position will serve to maintain staffing levels and quality service in the Legal Department.

An additional temporary position was approved under the General Manager's authority. Due to staff vacancies within Public Affairs, a Public Affairs Specialist II (1 FTE) was approved as a limited-term position; it is partially offset by savings from two vacant positions within the department (an Assistant and an Intern).

FOSM Projections and Staffing Growth

Business Line	Positions approved through FY2018-19	FOSM Projected Growth by 2020	FOSM Projected Growth* between 2020 to 2045	Recommended New Positions	Remaining FOSM Projected Positions Through 2045 (if new positions are approved)
Planning and Project Delivery	10	10 to 13	TBD / 7	0	TBD / 7
Visitor and Field Services	27	20 to 25	35 to 43	2.5	32.5 to 40.5
Finance and Administrative Services	9	9 to 11	8 to 10	1	7 to 9
General Manager's Office	3	2	0	0	0
Total	49	41 to 51	43 to 60	3.5	39.5 to 56.5

*Positions through 2045 are cumulative.

Midpen staffing for FY2019-20 is detailed by department in the table below.

Midpen Positions by Department

Department	FY2015-16 Adopted FTE	FY2016-17 Adopted FTE	FY2017-18 Adopted FTE	FY2018-19 Amended FTE	FY2019-20 Proposed FTE	Change from FY2018-19 Modified
Administration	18.75	24.75	24.75	26.75	27.75	1.00
Engineering and Construction	2.00	5.00	7.00	7.00	7.00	0.00
General Counsel	2.50	2.50	2.50	3.50	3.50	0.00
General Manager	6.00	8.00	8.00	8.00	8.00	0.00
Land and Facilities	0.00	51.30	55.30	56.30	57.30	1.00
Natural Resources	10.00	11.00	12.00	12.00	12.00	0.00
Operations*	68.30	0.00	0.00	0.00	0.00	0.00
Planning	11.00	10.00	11.00	11.00	11.00	0.00
Public Affairs	12.00	8.00	8.00	8.00	8.00	0.00
Real Property	4.00	5.00	5.00	5.00	5.00	0.00
Visitor Services	0.00	39.90	39.90	41.90	43.40	1.50
Total FTE	134.55	165.45	173.45	179.45	182.95	3.50

*The Land and Facilities and Visitor Services departments were formed after the Operations Department was split in FY2015-16.

FUTURE GROWTH IN MIDPEN STAFFING

The FOSM projected growth in Midpen staffing initially from 2014 through 2020 with a second growth phase from 2020 through 2045. Growth from 2014 through 2020 projects a total of up to 51 new positions. Since December 2014, 49 new positions have been approved by the Board. The FOSM also projects growth in Midpen staffing between 2020 and 2045 of up to 57 additional new positions. The above recommendations, if approved by the Board, raises the total new positions to 52.5. If approved, these new positions would be filled between August 2019 and June 2020.

The General Manager will continue to assess capacity needs and gaps in expertise in the coming years as new positions are filled and core functions are reorganized into new departments and programs, in tandem with changes to Board priorities and the pace of upcoming action plans to determine if and when additional positions are merited.

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

MIDPEN COMPENSATION & BENEFITS

Salaries and benefits make up the largest component of expenditures, estimated at 32% of total FY2019-20 expenditures. This category includes all personnel-related costs. Midpen has one represented group: Midpeninsula Regional Open Space District Field Employees Association (FEA). The remaining unrepresented employees are Office, Supervisory and Management Employees (OSM).

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

Midpen pays \$350.00 per month toward CalPERS retiree medical. By state law, Midpen pays all retirees the PEMHCA minimum amount of \$119 per month (a lifetime benefit).

Hawthorns Fund

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

The FY2019-20 Annual Budget for the Hawthorns endowment totals \$140,200, which is 162% higher than the FY2018-19 Amended Budget. The \$48,000 capital budget includes funding to pursue a partnership for long-term care, rehabilitation, and maintenance of the historic complex, as well as other stabilization efforts to mitigate deterioration and maintain defensible space as required by the Woodside Fire Protection District.

The endowment fund balance at the end of FY2019-20 is projected to be \$1,348,282 as shown below.

Hawthorns – Projected Cash Balance

Hawthorns: Endowment Fund	Interest Income	Expenditures	Total Cash Balance
Hawthorns Fund Original Endowment			\$2,018,445
Actual: FY2011-12 through FY2015-16	\$53,466	(\$540,243)	1,531,668
FY2016-17 Actual	10,349	(6,146)	1,535,871
FY2017-18 Actual	5,147	(40,412)	1,500,606
FY2018-19 Estimated Actual	2,376	(53,500)	1,449,482
FY2019-20 Projected	39,000	(140,200)	1,348,282
Projected Ending Balance			\$1,348,282



Windy Hill Open Space Preserve by Midpen Staff

Measure AA Projects

FUNDLED BY

MEASURE AA

2014 OPEN SPACE BOND

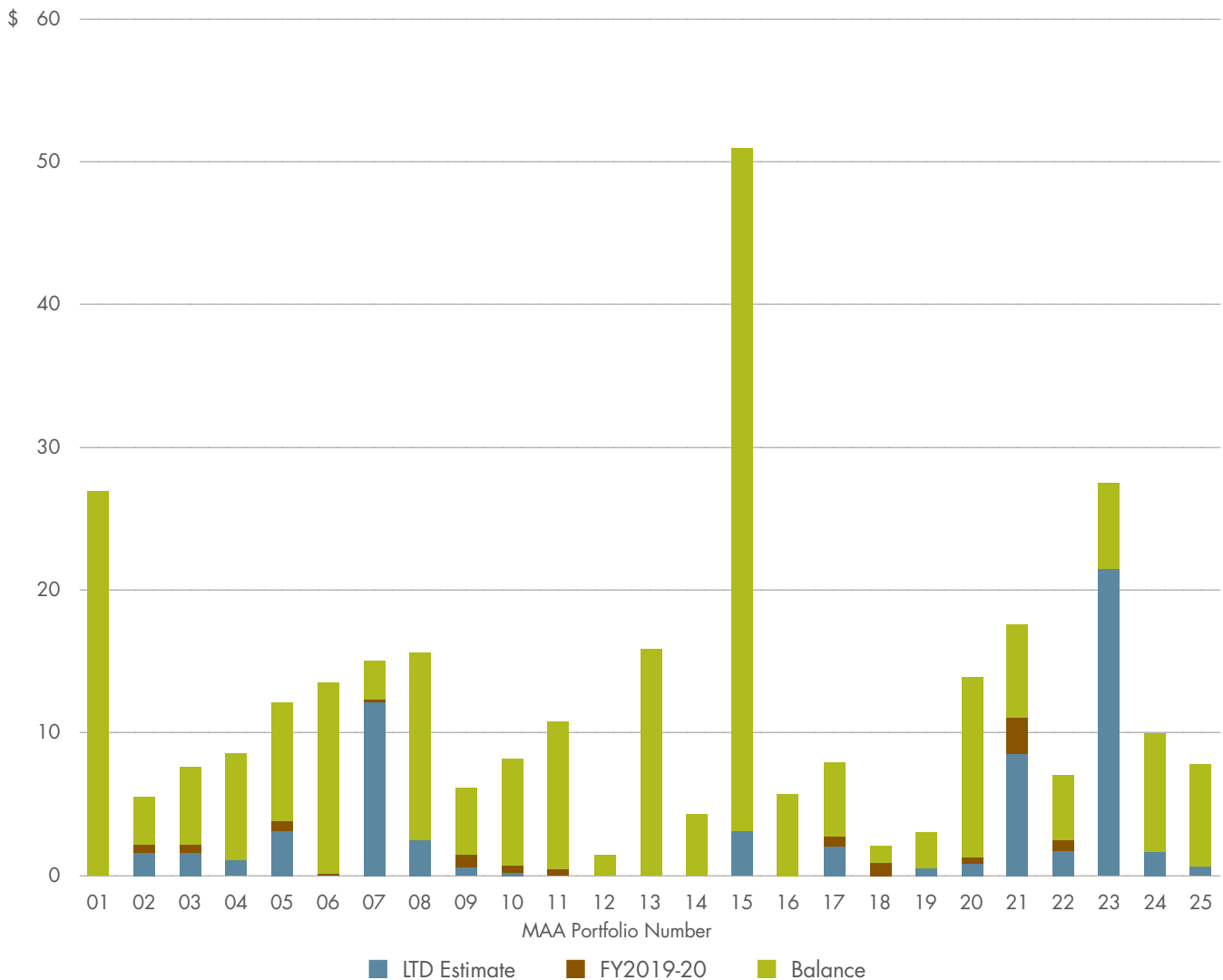
In June 2014, voters approved Measure AA, a \$300 million general obligation bond to protect natural open space lands; open preserves or areas of preserves to the public; construct public access improvements such as new trails and staging areas; and restore and enhance open space land, forests, streams, 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 Measure AA funds in 2014 and FY2019-20 will mark the sixth year of funding. As of June 30, 2019, an estimated \$59.9 million in Measure AA funds will be expended and the proposed FY2019-20 budget brings the total to \$66.9 million, or 22.31% 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 (LTD) estimate at June 30, 2019, the amounts budgeted for FY2019-20, and the amount remaining for each allocation net grants awarded, are illustrated in the Measure AA Projects Budget Overview graph below and the table on the following page.

Measure AA Expenditures

(in millions)



Measure AA Projects Budget Overview

Tier 1 Vision Plan Priority Actions

MAA#	Measure AA Portfolio	Expenditure Plan (adopted 2014)	Total Life-To-Date Estimate through 6/30/19	FY2019-20 Proposed	Balance Remaining	% Expended
01	Miramontes Ridge: Gateway to the Coast Public Access, Stream Restoration and Agriculture Enhancement	\$27,774,000	\$52,915	\$0	\$27,721,085	0.19%
02	Regional: Bayfront Habitat Protection and Public Access Partnership	5,052,000	1,245,264	586,849	3,219,887	36.27%
03	Purisima Creek Redwoods: Purisima-to-Sea Trail, Watershed Protection and Conservation Grazing	7,608,000	1,322,151	480,812	5,805,037	23.70%
04	El Corte de Madera Creek: Bike Trail and Water Quality Projects	8,376,000	910,680	61,236	7,404,084	11.60%
05	La Honda Creek: Upper Area Recreation, Habitat Restoration and Conservation Grazing Projects	11,733,000	2,509,963	618,197	8,604,840	26.66%
06	Windy Hill: Trail Implementation, Preservation and Hawthorns Area Historic Partnership	12,740,000	56,206	124,060	12,559,734	1.41%
07	La Honda Creek: Driscoll Ranch Public Access, Endangered Wildlife Protection and Conservation Grazing	14,825,000	12,004,121	173,555	2,647,324	82.14%
08	La Honda Creek/Russian Ridge: Preservation of Upper San Gregorio Watershed and Ridge Trail	15,347,000	2,180,000	0	13,167,000	14.20%
09	Russian Ridge: Public Recreation, Grazing and Wildlife Protection Projects	5,560,000	532,884	663,434	4,363,682	21.52%
10	Coal Creek: Reopen Alpine Road for Trail Use	8,017,000	205,257	236,033	7,575,710	5.50%
11	Rancho San Antonio: Interpretive Improvements, Refurbishing, and Transit Solutions	10,811,000	81,066	143,890	10,586,044	2.08%
12	Peninsula/South Bay Cities: Partner to Complete Middle Stevens Creek Trail	1,038,000	0	0	1,038,000	0.00%
13	Cloverdale Ranch: Wildlife Protection, Grazing and Trail Connections	15,712,000	0	0	15,712,000	0.00%
14	Regional: Trail Connections and Campgrounds	3,966,000	0	0	3,966,000	0.00%
15	Regional: Redwoods Protection and Salmon Fishery Conservation	50,728,000	3,018,550	0	47,709,450	5.95%
16	Long Ridge: Trail, Conservation and Habitat Restoration Projects (Saratoga)	5,140,000	0	0	5,140,000	0.00%
17	Regional: Complete Upper Stevens Creek Trail	7,760,000	1,390,559	460,888	5,908,553	23.86%
18	South Bay Foothills: Saratoga-to-Sea Trail and Wildlife Corridor	1,365,000	0	550,000	815,000	40.29%
19	El Sereno: Dog Trails and Connections	2,254,000	427,265	0	1,826,735	18.96%
20	South Bay Foothills: Wildlife Passage and Ridge Trail Improvements	13,966,000	417,385	124,649	13,423,966	3.88%
21	Bear Creek Redwoods: Public Recreation and Interpretive Projects	17,478,000	8,623,044	2,368,908	6,486,048	62.89%
22	Sierra Azul: Cathedral Oaks Public Access and Conservation Projects	6,714,000	1,278,336	401,715	5,033,949	25.02%
23	Sierra Azul: Mount Umunhum Public Access and Interpretive Projects	27,972,000	21,629,796	45,000	6,297,204	77.49%
24	Sierra Azul: Rancho de Guadalupe Family Recreation	10,078,000	1,606,896	0	8,471,104	15.94%
25	Sierra Azul: Loma Prieta Area Public Access, Regional Trails and Habitat Projects	7,986,000	410,150	0	7,575,850	5.14%
TOTAL MAA Bond		\$300,000,000	\$59,902,488	\$7,039,226	\$233,058,286	22.31%

Measure AA (MAA) Portfolio numbers do not coincide with Regional Map locations 1-26.

Vision Plan Goals

TIER 2 VISION PLAN PRIORITY ACTIONS

Portfolio: Location and Name:

26	Pulgas Ridge: Regional and Neighborhood Trail Extensions
27	Miramontes Ridge/Purisima Creek Redwoods: Coastsides 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:
www.openspace.org/our-work/projects/vision-plan

Debt Service

LEGAL DEBT LIMIT

The legal debt limit for the District is based on Section 5568 of the California Public Resources Code, which states that for the purpose of acquiring land or other property, and for constructing or completing any capital improvements, the District may incur an indebtedness not to exceed five percent of the assessed valuation of property situated in the District. As of June 30, 2019, the assessed value of property within the District's jurisdiction totaled \$273.243 billion, resulting in a legal debt limit of \$13.662 billion.

In 2017 and 2018, both Standard & Poor's and Fitch Ratings awarded AAA ratings to the District's new 2017 Green Refunding Bonds, the 2017 Parity Bonds, and the 2018 General Obligation Bonds. The District'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 March 31, 2019, Midpen had the following outstanding debt obligations:

Outstanding Debt Obligations

Type of Debt	Maturity Actual	Interest Rate	Authorized and Issued	Outstanding as of March 31, 2019
2011 Revenue Bonds*	2022	2% to 6%	\$1,080,000	\$750,000
2012 Refunding Promissory Notes**	2034	2% to 5%	9,085,601	8,310,601
2015 Refunding Promissory Notes	2034	3.5% to 5%	23,630,000	21,010,000
2016 Green Refunding Bonds	2039	3% to 5%	57,410,000	50,435,000
2017 Green Refunding Bonds	2038	3.125% to 5%	25,025,000	25,025,000
2017 Parity Bonds	2028	5%	11,220,000	10,420,000
Promissory Note	2023	5%	1,500,000	1,500,000
General Fund			128,950,601	117,450,601
2015 General Obligation Bonds	2021/2045	1.5% to 2.5%	45,000,000	40,381,000
2018 General Obligation Bonds	2049	2% to 5%	50,000,000	50,000,000
Measure AA Fund			95,000,000	90,381,000
Total Debt			\$223,950,601	\$207,831,601

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

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

GENERAL FUND BOND

2011 Revenue Bonds

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

2012 Revenue Refunding Bonds

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

2015 Refunding Promissory Notes (2004 Project Lease)

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

2016 Green Bonds Refunding

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

2017 Green Bonds Refunding (Series A)

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

2017 Parity Bonds (Series B)

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

Promissory Note

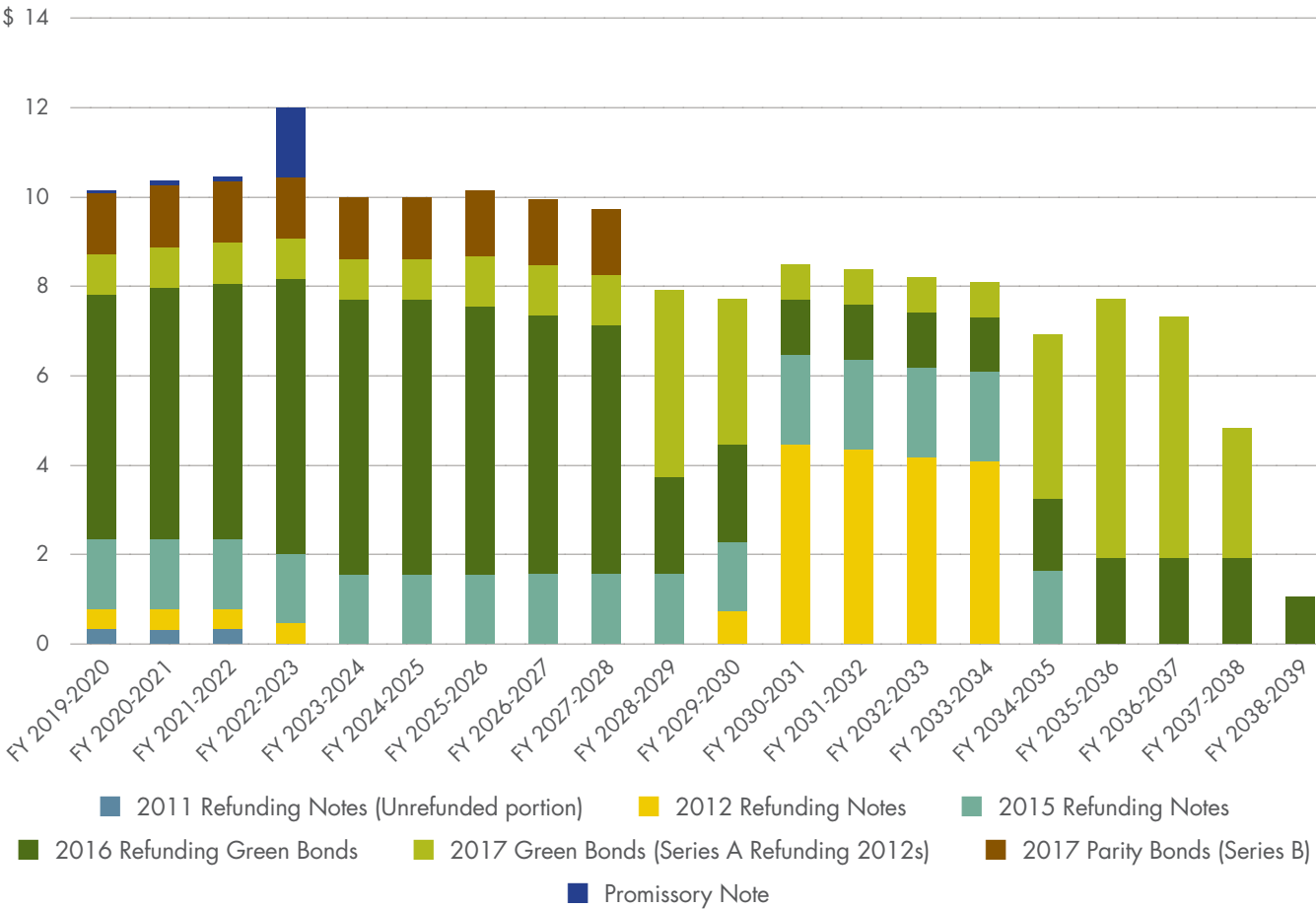
On April 1, 2003, the District entered into a \$1.5 million promissory note with the Hunt Living Trust as part of a lease and management agreement. The note is due in full on April 1, 2023 and bears interest at 5.5% semi-annually through April 1, 2013 and 5.0% per annum until the maturity, or prior redemption, of the note.



Russian Ridge Open Space Preserve by Charles Tu

General Fund Annual Debt Service

(in millions)



Five-Year General Fund Debt Projection

Type of Debt	FY2019-20	FY2020-21	FY2021-22	FY2022-23	FY2023-24
2011 Revenue Bonds	\$240,700	\$266,400	\$290,700	\$0	\$0
2012 Refunding Notes	462,050	460,350	460,250	461,825	0
2016 Green Bonds	5,275,200	5,497,200	5,509,200	5,818,575	5,852,325
2017 Green Bonds (Series A Refunding 2012s)	1,022,200	1,022,200	1,022,200	1,022,200	1,022,200
2017 Parity Bonds (Series B)	1,437,500	1,439,250	1,438,500	1,435,250	1,439,250
2015 Refunding Notes	1,884,725	1,918,675	1,939,375	1,967,125	1,995,750
Promissory Note	75,000	75,000	75,000	1,575,000	0
Total	10,397,375	10,679,075	10,735,225	12,279,975	10,309,525
Total General Fund Principal	5,465,000	5,985,000	6,295,000	8,135,000	6,565,000
Total General Fund Interest	4,932,375	4,694,075	4,440,225	4,144,975	3,744,525
Grand Total	\$10,397,375	\$10,679,075	\$10,735,225	\$12,279,975	\$10,309,525

MAA BOND FUND

MAA Tax Levy

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

The evolution of the tax levy is as follows:

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

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

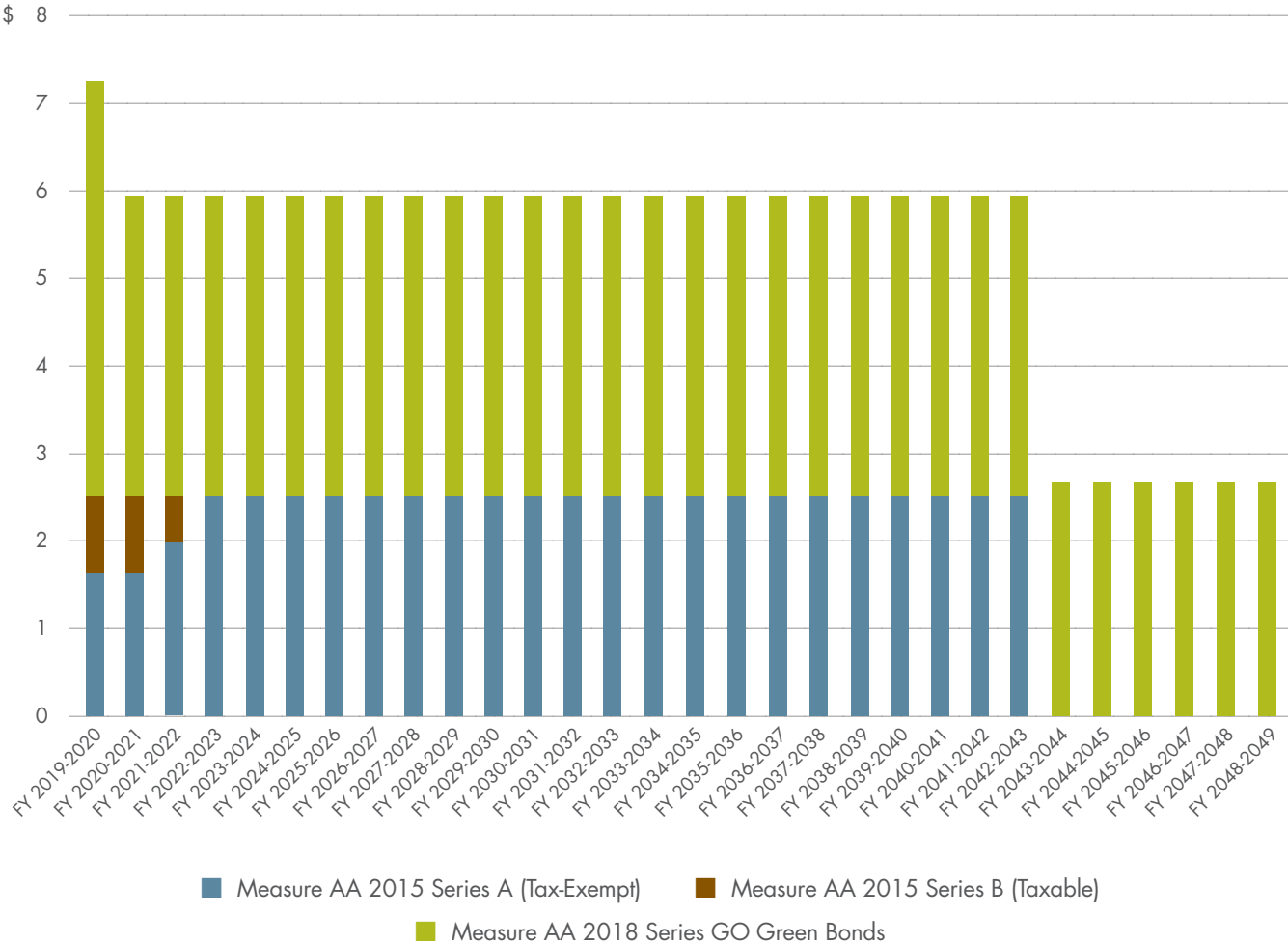
On August 13, 2015, Midpen issued \$40 million of tax-exempt general obligation bonds (Series 2015A) and \$5 million of taxable general obligation bonds (Series 2015B). The bonds are payable from ad valorem taxes pursuant to an election of registered voters of the District held on June 3, 2014, which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

	FY2019-20	FY2020-21	FY2021-22	FY2022-23	FY2023-24
Measure AA 2015 Series A (Tax-Exempt)	\$1,636,163	\$1,636,163	\$1,943,288	\$2,575,913	\$2,570,788
Measure AA 2015 Series B (Taxable)	952,925	952,313	637,875	0	0
Measure AA 2018 Series GO Green Bonds	4,683,100	3,373,375	2,728,500	2,727,600	2,730,200
Total	7,272,188	5,961,850	5,309,663	5,303,513	5,300,988
Total Measure AA Principal	3,650,000	2,410,000	1,825,000	1,895,000	1,980,000
Total Measure AA Interest	3,622,188	3,551,850	3,484,663	3,408,513	3,320,988
Grand Total	\$7,272,188	\$5,961,850	\$5,309,663	\$5,303,513	\$5,300,988
Projected Tax Rate	\$1.79	\$1.95	\$2.16	\$2.11	\$2.18

General Fund Balance

The projected increase to the FY2019-20 Total Fund Balance is primarily due to the continued growth in Midpen's property tax revenues and a stabilization in capital spending levels from the previous year.

Projected General Fund Balance

	FY2015 Actual	FY2016 Actual	FY2017 Actual	FY2018 Actual	FY2019 Projected	FY2020 Budget
Nonspendable	—	—	\$55,093	\$35,968	\$35,968	\$35,968
Restricted	\$1,702,556	\$1,971,040	1,971,040	1,466,982	1,449,482	1,348,282
Committed	20,400,000	35,400,000	35,400,000	55,300,000	24,049,900	24,349,900
Assigned	—	—	—	—	—	—
Unassigned	21,329,605	16,857,586	23,872,450	16,306,537	22,002,385	22,495,072
Total Fund Balance	\$43,432,161	\$54,228,626	\$61,298,583	\$73,109,487	\$47,537,735	\$48,229,222
Minimum Unassigned Fund Balance*	\$10,597,200	\$11,839,200	\$12,691,200	\$13,722,600	\$14,493,900	\$15,616,500

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

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

CHANGE IN FUND BALANCE

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

The FY2019-20 projected balance in each fund is based on FY2018-19 projected fund balances at fiscal year-end; audited financial statements are not available at the time of budget development.

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

The following table depicts the change in fund balance.

Projected Change in Fund Balance

	Fund 10 General Fund	Fund 20 Hawthorns	Fund 30 Measure AA Capital	Fund 40 General Fund Capital	Fund 50 Debt Service	Total
FY2017-18 Audited Fund Balance	\$71,642,505	\$1,466,982	\$46,468,809	\$7,043,765	\$5,791,164	\$132,413,225
Change in Fund Balance	(25,554,252)	(17,500)	(11,722,478)	(853,600)	4,661,514	(33,486,316)
FY2018-19 Projected Balance	\$46,088,253	\$1,449,482	\$34,746,331	\$6,190,165	\$10,452,678	\$98,926,909
Change in Fund Balance	792,687	(101,200)	(7,039,226)	(922,270)	670,085	(6,599,924)
FY2019-20 Projected Balance	\$46,880,940	\$1,348,282	\$27,707,105	\$5,267,895	\$11,122,763	\$92,326,985

Delivering on Midpen's Mission

AGRICULTURE

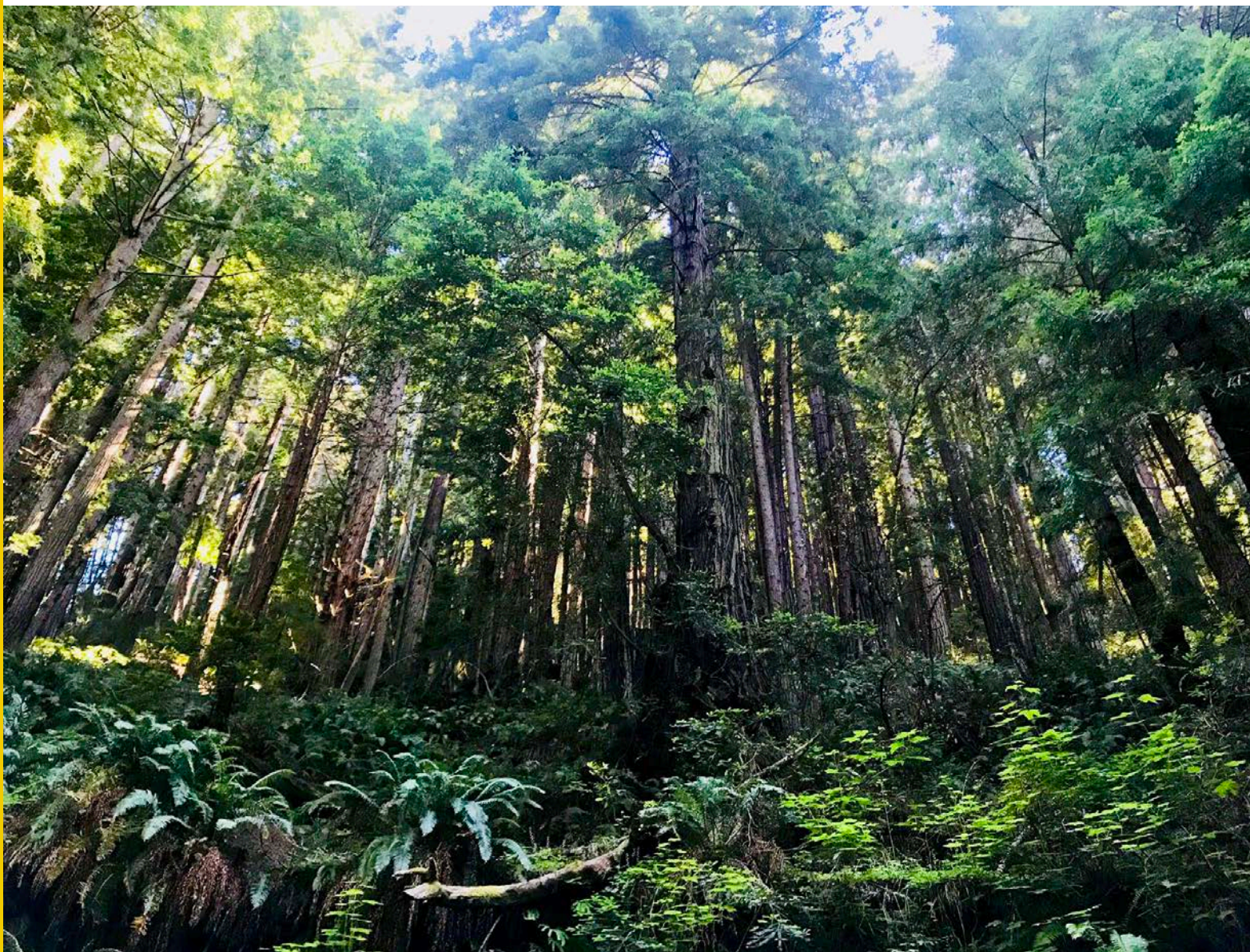
In keeping with Strategic Plan Goal 1, Objective 4: take a regional leadership role in promoting the benefits of open space and sustainable agriculture, Midpen has prioritized 15 projects to support regional agriculture and sustain conservation grazing on District lands such as the Gordon Ridge Property Land Conservation.

DIVERSITY

In support of Goal 2, Objective 2: engaging diverse communities, Midpen has prioritized six projects to connect diverse communities to their public open space preserves including multiple projects at Rancho San Antonio and Cooley Landing.

WILDLAND FIRE RESILIENCY

Climate change has created a new wildfire reality in California: fires are becoming more frequent and catastrophic. In response, Midpen has prioritized four fire prevention projects, including an emphasis on fuels reduction and wildland fire readiness.



Purisima Creek Redwoods Open Space Preserve by Catherine Tinder

Grants Program

Midpen recognizes that it cannot accomplish its mission alone. The ambitious vision set forth by Measure AA 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 Measure AA 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 is expanding its Grantmaking Program, which provides modest conservation grants to partners working on projects that align with Midpen's mission.

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



Long Ridge Open Space Preserve by Gary Marcos

Climate Action Plan

CLIMATE ACTION PLAN OVERVIEW

The Board adopted the Climate Action Plan in October 2018 to chart a course for reducing greenhouse gas (GHG) emissions from agency operations. The plan identified Midpen's goals for reducing GHG emissions as the following: 20% below 2016 baseline by 2022, 40% by 2030 and 80% by 2050. Changes have already been implemented that reduced emissions by 14% from 2016 to 2018.

FY2019-20 will be the first full year of the Climate Action Plan implementation. The table below describes the Climate Action Plan items that will be implemented in FY2019-20. The Climate Action Plan can be found on Midpen's website at www.openspace.org/our-work/projects/climate-change.

FY2019-20 Climate Action Plan Implementation Actions

Climate Action Plan Item	Budget*	Department
Commute-4: Create incentives for employees commuting via carpool, public transit, bike or walking	\$46,000	Administrative Services
Commute-5/Vehicles-3: Feasibility assessment for electric vehicle chargers at field offices	\$0 (Staff time only)	Land and Facilities
Commute-6: Create intranet page with commute resources and carpool database	\$0 (Staff time only)	Administrative Services
Commute-7: Update administrative office electric vehicle charging cost	\$0 (Staff time only)	Administrative Services
Commute-9: Create emergency ride home safeguard for employees commuting via alternative means	\$0 (Staff time only)	Administrative Services
Facilities-2: Install solar panel system at Skyline Field Office	\$150,000	Land and Facilities
Facilities-3: Upgrade all lighting at field offices to LED	\$20,000	Land and Facilities
Facilities-6: Implement office waste reduction measures	\$0 (Staff time only)	Land and Facilities
Livestock-2: Partner with San Mateo Resource Conservation District to develop plan to increase carbon sequestration	\$25,000	Natural Resources
Residences-1/Residences-6: Request energy data from tenants and encourage tenants to purchase 100% renewable electricity	\$0 (Staff time only)	Land and Facilities
Vehicles-4: Acquire and test electric equipment, bikes, or ATVs for maintenance	\$20,000	Land and Facilities
Vehicles-5: Replace one retiring administrative vehicle with an electric vehicle	\$38,500	Land and Facilities
Vehicles-9: Acquire and test electric motorcycles, bikes, or ATVs for patrol	\$20,000	Visitor Services
Vehicles-14: Purchase carbon offsets for business flights	\$1,000	Natural Resources

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

MONITORING PROGRESS

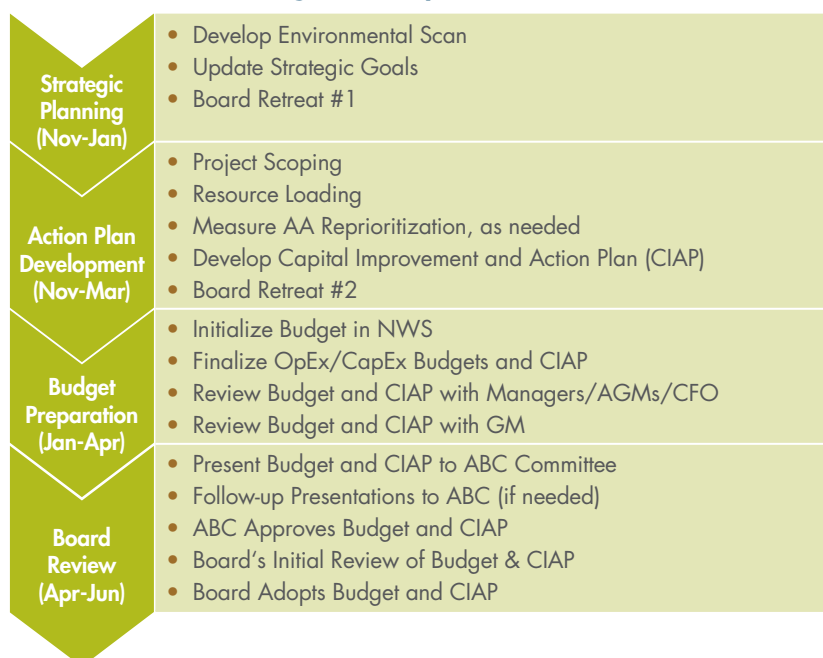
To track progress towards the climate change goals, staff will conduct a Greenhouse Gas Inventory every two years to measure emissions and assess change over time. The 2018 Greenhouse Gas Inventory found that emissions decreased by 14% from 2016 to 2018. This finding shows that reaching Midpen's climate change goals is possible, and that investing in greening the agency's operations yield results. This page in the Budget and Action Plan, which will be included annually going forward, is intended to drive progress, highlight work on this important initiative and provide accountability on progress towards Midpen's climate change goals. Implementation updates will be shared throughout the year through newsletters and social media.

Budget Process

Midpen's annual budget development process begins in December each year. An annual retreat is held where the Board reviews and updates Midpen's Strategic Plan, based on the findings of an environmental scan, and reviews prior-year accomplishments. At this time, staff begins capacity planning for ongoing projects and proposed new projects. In February, the Board meets with executive management and department managers to establish priorities for the upcoming fiscal year and provide staff with strategic direction regarding the Capital Improvement and Action Plan (CIAP).

Departments begin developing Midpen's annual CIAP in February/March in accordance with the Board's priorities, and CIAP 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 of the proposed Annual Budget and Action Plan in May and formally adopts it in June.

Budget Development Process

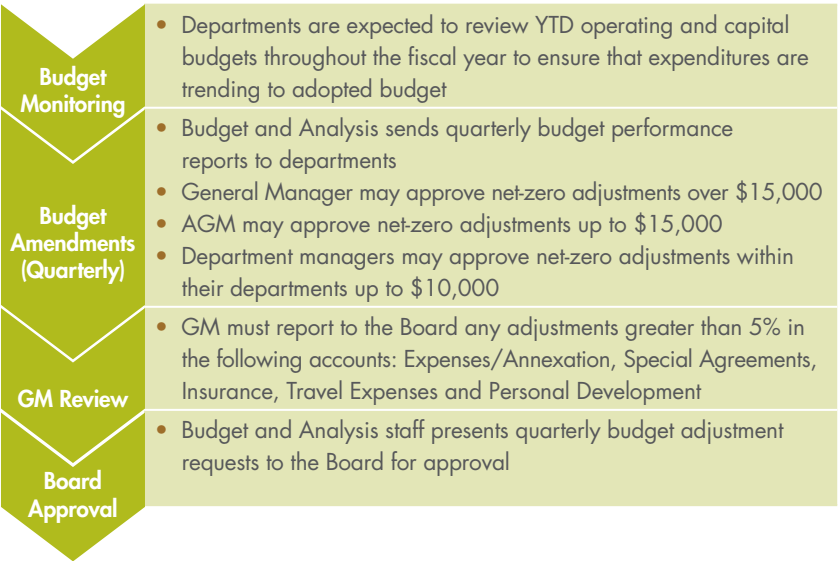


Midpen's Board of Directors adopts an annual operating budget for the organization by major fund on or before June 30 for the ensuing fiscal period. The Board of Directors may amend the budget by resolution during the fiscal period. The legal level of control, the level at which expenditures may not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

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

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

Budget Management Process



Financial Policies

BUDGET POLICY

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

The Board adopts the annual budget on the Fund level:

Fund 10 – General Fund Operating
Fund 20 – Hawthorns
Fund 30 – Measure AA Land/Capital
Fund 40 – General Fund Land/Capital
Fund 50 – Debt Service

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

DEBT MANAGEMENT POLICY

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

FUND BALANCE POLICY

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

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

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

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

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

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

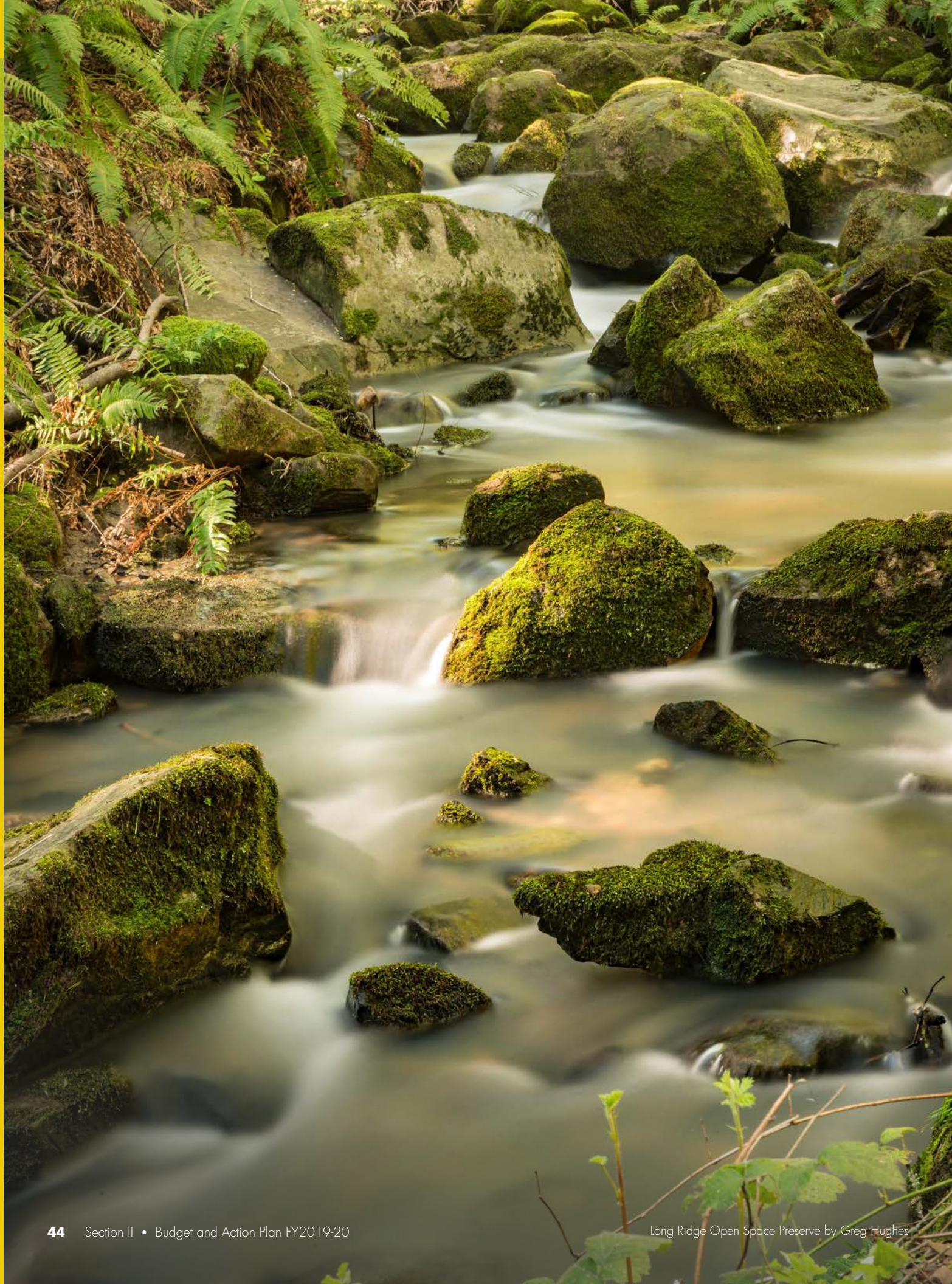
Unassigned fund balance includes amounts within the general fund which have not been classified within the above categories. The Board shall designate the minimum amount of unassigned fund balance which is to be held in reserve in consideration of unanticipated events that could adversely affect the financial condition of Midpen and jeopardize the continuation of necessary public services.

INVESTMENT POLICY

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

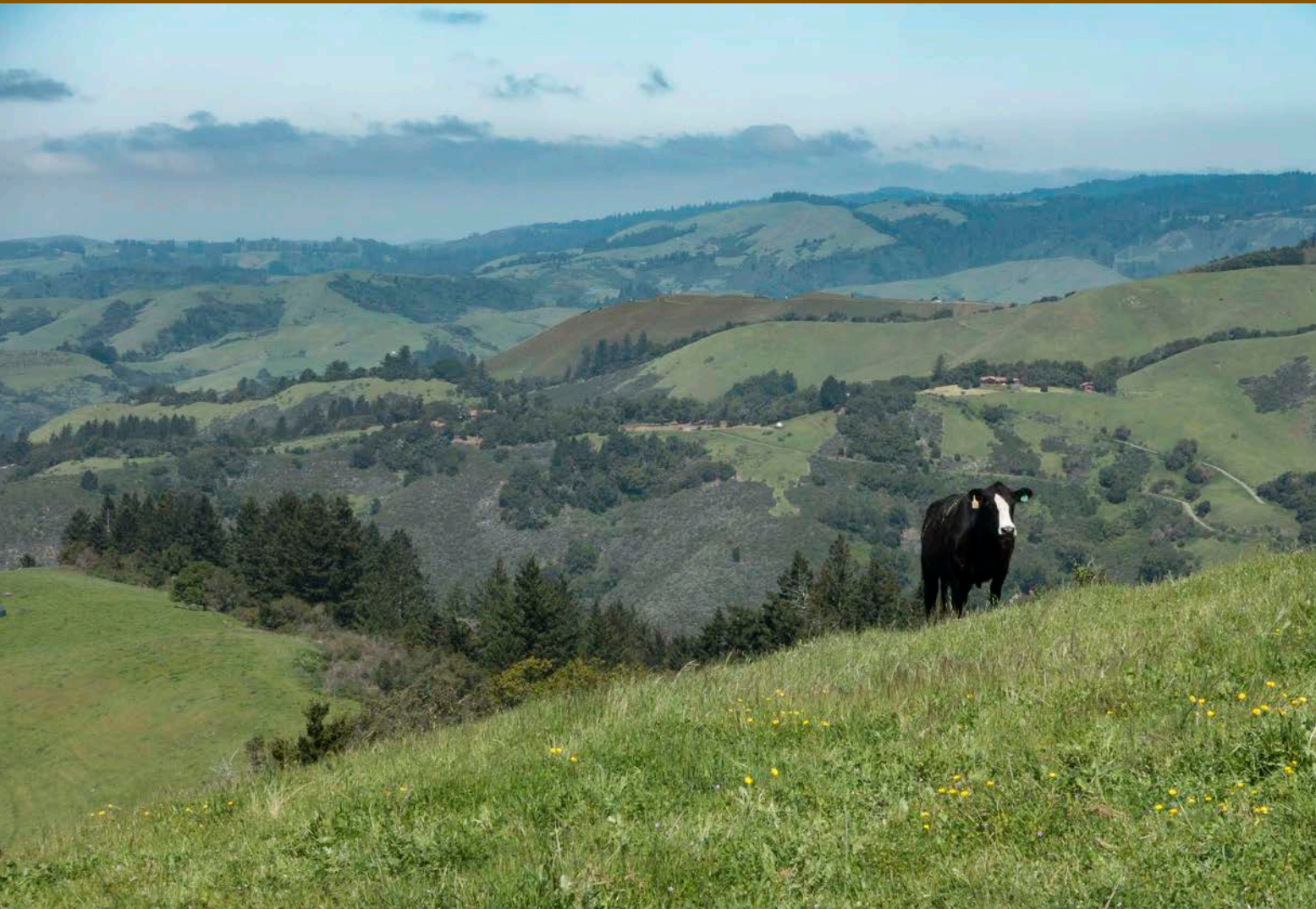
The investment of funds is governed by the California Government Code Section 53601 et seq., and by California Government Code Section 53630 et seq. Funds on deposit in banks must be federally insured or collateralized in accordance with the provisions of California Government Code, Sections 53630 et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

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



Section III

Capital Improvement and Action Plan



Russian Ridge Open Space Preserve by Bob Mazawa

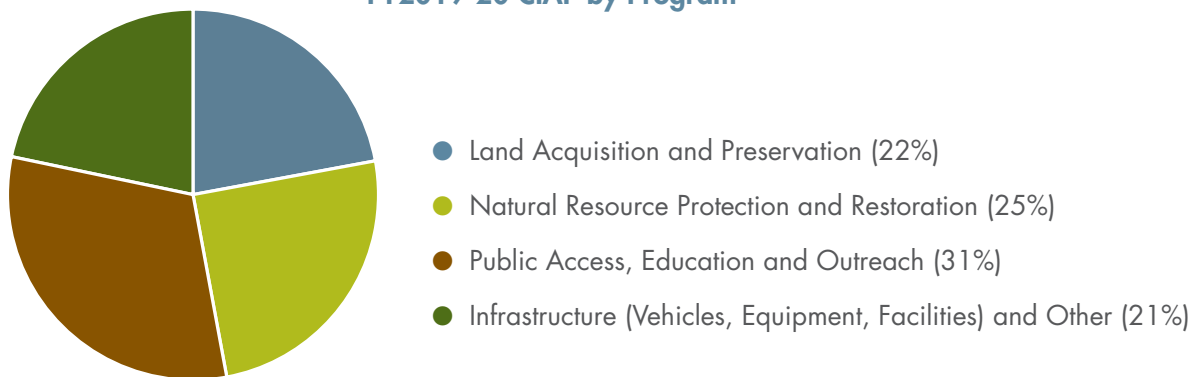
Capital Improvement and Action Plan Overview

This section of the budget, the Capital Improvement and Action Plan (CIAP), provides multi-year budget information and a consolidated view of the major projects and activities at Midpen. Projects with budgets of \$50,000 or more are highlighted in this section. Projects below this threshold are noted at the beginning of each program and are also included in Section IV: Department Summary.

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. The FY2019-20 CIAP contains a total of 89 projects, of which 32 projects, or 36%, are eligible for Measure AA reimbursement which was approved by the voters in 2014.

Midpen staff prepared the FY2019-20 CIAP in accordance with the Board's direction outlined at the February 28, 2019 retreat, resulting in 89 projects spread throughout the following programs:

FY2019-20 CIAP by Program



From a funding perspective, 79% of the CIAP projects are capital projects or land acquisition while the remaining 21% are included in the operating budget.

FY2019-20 CIAP Projects by Program

Program	Fund 10– General Fund Operating	Fund 20– Hawthorns Fund	Fund 30– Measure AA Capital	Fund 40– General Fund Capital	Grand Total	% Total
Land Acquisition and Preservation	–	–	3	17	20	22%
Natural Resource Protection and Restoration	10	–	9	3	22	25%
Public Access, Education, and Outreach	6	–	20	2	28	31%
Infrastructure (Vehicles, Equipment, Facilities) and Other	3	1	–	15	19	21%
Total Projects	19	1	32	37	89	100%

FY2019-20 CIAP Budget

The FY2019-20 Three-Year CIAP lists projected capital and operating projects and associated costs for FY2019-20 through FY2021-22, and provides funding of \$76.1 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 FY2019-20 budget.

Three-Year CIAP Funding Sources

CIAP Summary by Funding Source	FY2019-20	FY2020-21	FY2021-22	3-Year Total
Fund 10 – General Fund Operating	\$1,880,742	\$705,975	\$453,100	\$3,039,817
Fund 20 – Hawthorns	48,000	36,000	TBD	84,000
Fund 30 – Measure AA	7,039,226	8,671,245	4,585,500	20,295,971
Fund 40 – General Fund Capital	10,546,595	14,931,549	21,566,942	47,045,086
Grants/Partnerships/Other	2,704,721	1,887,043	1,030,000	5,621,764
Total CIAP	\$22,219,284	\$26,231,812	\$27,635,542	\$76,086,638

Three-Year CIAP by Program

CIAP Summary by Program	FY2019-20	FY2020-21	FY2021-22	3-Year Total
Land Acquisition and Preservation*	\$5,071,512	\$4,060,000	\$300,000	\$9,431,512
Natural Resource Protection and Restoration	3,576,139	1,325,313	923,100	5,824,552
Public Access, Education, and Outreach	7,983,746	11,068,950	5,430,500	24,483,196
Infrastructure (Vehicles, Equipment, Facilities) and Other	5,587,887	9,777,549	20,981,942	36,347,378
Total CIAP	\$22,219,284	\$26,231,812	\$27,635,542	\$76,086,638

*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.

ICONS

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



Land Acquisition and Preservation



Natural Resource Protection and Restoration



Public Access, Education and Outreach



Infrastructure (Vehicles, Equipment, Facilities) and Other



Agriculture



Diversity



Wildland Fire Resiliency



Grant Funded



Supports Climate Action Plan implementation



Project has an ongoing impact on the operating budget

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



Grant Income

Project #	Project Name	Grant/Partnership/Other	FY2019-20	FY2020-21	FY2021-22	3-Year Total
MAA02-002	Ravenswood Bay Trail Design and Implementation	San Mateo County Measure K Grant	\$243,813	\$243,813	\$0	\$487,626
MAA02-002	Ravenswood Bay Trail Design and Implementation	Santa Clara County Stanford Mitigation	200,000	200,000	0	400,000
MAA02-002	Ravenswood Bay Trail Design and Implementation	Urban Greening Grant Program	681,098	374,230	0	1,055,328
MAA11-002	Rancho San Antonio - Deer Hollow Farm - White Barn Rehabilitation	Tindall and Friends of DHF Donations	0	330,000	0	330,000
MAA21-005	Bear Creek Redwoods Public Access	California Natural Resources Agency	215,732	0	0	215,732
MAA21-007	Bear Creek Redwoods Preserve Plan Invasive Weed Treatment and Restoration	Santa Clara Valley Water District	100,000	50,000	0	150,000
Operating	Bear Creek Redwoods Preserve Plan Invasive Weed Treatment and Restoration	Santa Clara Valley Water District	100,000	150,000	0	250,000
MAA21-008	Bear Creek Redwoods - Ponds Restoration and Water Rights	California Natural Resources Agency	320,622	0	0	320,622
MAA21-011	Phase II Trail Improvements, Bear Creek Redwoods OSP	California Natural Resources Agency	277,250	320,000	730,000	1,327,250
MAA22-001	Hendrys Creek Property Land Restoration	Santa Clara Valley Water District	39,000	0	0	39,000
Operating	Hendrys Creek Stream Restoration	Santa Clara Valley Water District	96,300	0	0	96,300
MAA22-004	Beatty Parking Area and Trail Connections	Safe, Clean Water Priority D3 Grant	30,906	19,000	100,000	149,906
80065	IPM Implementation of Santa Clara Valley Water District Grant	Santa Clara Valley Water District	100,000	200,000	200,000	500,000
Subtotal			2,404,721	1,887,043	1,030,000	5,321,764
MAA02-002	Ravenswood Bay Trail Design and Implementation	Facebook Grant	300,000	0	0	300,000
Grand Total			\$2,704,721	\$1,887,043	\$1,030,000	\$5,621,764

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



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



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



Wildland Fire Resiliency: Working with local fire agencies and surrounding communities to enhance Midpen's wildland fire preparedness and responsiveness.

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



Agriculture Project Summary

Project #	Project Name	FY2019-20	FY2020-21	FY2021-22	3-Year Total
61006	Big Dipper Ranch Spring Work, Skyline Ridge	\$48,750	\$0	\$0	\$48,750
61010	Toto Ranch Well Drilling and Construction, Tunitas Creek	200,800	0	0	200,800
61012	Toto Barn Roof Repair	101,750	0	0	101,750
61013	Toto Ranch Perimeter Fence Repair	174,225	0	0	174,225
MAA03-001	Lot Line Adjustment and Property Transfer–Purisima Upland	9,732	0	0	9,732
MAA03-003	Purisima Creek Fence Construction, Purisima Creek Redwoods	54,800	0	0	54,800
MAA05-002	Upper La Honda Creek Grazing Infrastructure	155,750	54,338	0	210,088
MAA09-003	Russian Ridge Mindego Pond Improvement	663,434	0	0	663,434
VP01-001	Miramontes Ridge Land Conservation	22,000	0	0	22,000
VP03-002	South Cowell Upland Land Conservation	37,500	0	0	37,500
VP07-002	Agricultural Workforce Housing–La Honda Creek	400,000	457,000	0	857,000
VP13-001	Cloverdale Ranch Land Opportunity	60,000	TBD	TBD	60,000
VP32-002	Gordon Ridge Property Land Conservation	3,800,000	3,750,000	0	7,550,000
VP32-003	Toto Ponds Management Planning	140,000	100,000	200,000	440,000
VP39-001	Lower San Gregorio Creek Watershed Land Conservation	32,000	0	0	32,000
Total		\$5,900,741	\$4,361,338	\$200,000	\$10,462,079



Diversity Project Summary

Project #	Project Name	FY2019-20	FY2020-21	FY2021-22	3-Year Total
31901	ADA Barrier Removal	\$255,000	\$1,075,000	\$TBD	\$1,330,000
MAA02-001	Cooley Landing Interpretive Facilities Design and Implementation	35,000	30,000	25,000	90,000
MAA02-002	Ravenswood Bay Trail Design and Implementation	1,976,760	1,646,250	0	3,623,010
MAA11-002	Rancho San Antonio–Deer Hollow Farm–White Barn Rehabilitation	143,890	454,000	0	597,890
VP11-001	Rancho San Antonio (RSA) Multimodal Access Study	56,000	TBD	TBD	56,000
VP38-001	Cooley Landing Park Business and Operation Plan	150,000	0	0	150,000
Total		\$2,616,650	\$3,205,250	\$25,000	\$5,846,900



Wildland Fire Resiliency Project Summary

Project #	Project Name	FY2019-20	FY2020-21	FY2021-22	3-Year Total
61008	Los Trancos–Page Mill Eucalyptus Removal	\$109,250	\$0	\$0	\$109,250
80063	San Mateo County Vegetation Map	39,200	39,200	33,600	112,000
80003-10	Wildland Fire Program Development	441,000	276,000	311,000	1,028,000
VP15-002	Restoration Forestry Demonstration Project	80,000	200,000	40,000	320,000
Total		\$669,450	\$515,200	\$384,600	\$1,569,250

PROJECT NUMBERING

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

Measure AA eligible projects are designated by portfolio and project number, for example MAA21-005 indicates Measure AA portfolio number 21 (Rancho San Antonio: Interpretive Improvements, Refurbishing Projects), and project number 5 (Bear Creek Redwoods Public Access).

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

Other projects are assigned 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.

OPERATING PROJECTS

Operating projects are important activities undertaken each year that do not meet CIAP project criteria (typically with expenses less than \$50,000). While the operating projects listed on program summary pages may incur real expenses, they are only included in the lead department's operating budget (see Section IV).

OPERATING IMPACT

Within the FY2019-20 CIAP, Midpen has identified over 50 projects (or 56% of the CIAP) as having a future operating impact to the annual Budget and Action Plan. Some projects will have costs in perpetuity while other projects will have a shorter-term impact.

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

Land Acquisition and Preservation

Project #	Project Name	FY2019-20	FY2020-21	FY2021-22	3-Year Total
20125	Cal Water Land Exchange, Teague Hill Preserve	\$23,000	\$0	\$0	\$23,000
MAA03-001	Lot Line Adjustment and Property Transfer–Purisima Upland	9,732	0	0	9,732
MAA03-002	Purisima Upland Site Clean up and Soil Remediation Assessment	416,280	0	0	416,280
MAA23-007	Twin Creeks Land Conservation	10,000	10,000		20,000
VP01-001	Miramontes Ridge Land Conservation*	22,000	0	0	22,000
VP03-002	South Cowell Upland Land Conservation*	37,500	0	0	37,500
VP08-001	Upper San Gregorio Land Conservation*	23,000	0	0	23,000
VP13-001	Cloverdale Ranch Land Opportunity*	60,000	TBD	TBD	60,000
VP15-001	Redwood Forest Land Opportunity*	20,000	0	0	20,000
VP15-003	Watershed Protection Opportunity–Numerous Open Space Preserves*	105,000	0	0	105,000
VP19-001	El Sereno Trails, Wildlife Corridors and Land Conservation*	33,000	0	0	33,000
VP19-002	El Sereno Land Conservation*	25,000	0	0	25,000
VP20-002	Highway 17 Land Conservation*	27,000	0	0	27,000
VP24-001	Sierra Azul Rancho de Guadalupe Land Conservation*	38,000	0	0	38,000
VP24-002	SCVWD Exchange Agreement at Rancho de Guadalupe Area of SAOSP*	10,000	0	0	10,000
VP25-001	Sierra Azul Loma Prieta Land Conservation*	10,000	0	0	10,000
VP32-001	Irish Ridge Connection	70,000	0	0	70,000
VP32-002	Gordon Ridge Property Land Conservation	3,800,000	3,750,000	0	7,550,000
VP39-001	Lower San Gregorio Creek Watershed Land Conservation	32,000	0	0	32,000
None	District-wide purchase options and low-value Land Fund	300,000	300,000	300,000	900,000
Total		\$5,071,512	\$4,060,000	\$300,000	\$9,431,512

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

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 Preserve, and pursue future land conservation protections in the Bear Creek watershed in exchange for land rights to allow the installation of Cal Water water tanks at El Corte de Madera Open Space Preserve.

FY2019-20 SCOPE

Pursue land exchange agreement with Cal Water to improve trail connections between Huddart Park and Teague Hill Open Space Preserve, and support the protection of the Bear Creek watershed.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	23,000	23,000	0	0	0	46,000
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$23,000	\$23,000	\$0	\$0	\$0	\$46,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	23,000	23,000	0	0	0	46,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$23,000	\$23,000	\$0	\$0	\$0	\$46,000

LAND ACQUISITION AND PRESERVATION**Lot Line Adjustment and Property Transfer – Purisima Upland****Project #: MAA03-001****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

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

FY2019-20 SCOPE

File record of survey map with the County of San Mateo to finalize the land transfer.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$845	\$0	\$1,232	\$0	\$0	\$0	\$2,077
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	389,366	30,000	5,500	0	0	0	424,866
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	3,000	0	0	0	3,000
Grand Total	\$390,211	\$30,000	\$9,732	\$0	\$0	\$0	\$429,943
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	390,211	30,000	9,732	0	0	0	429,943
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$390,211	\$30,000	\$9,732	\$0	\$0	\$0	\$429,943

LAND ACQUISITION AND PRESERVATION**Purisima Upland Site Cleanup and Soil Remediation Assessment****Project #: MAA03-002****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

Complete site cleanup and soil remediation around existing empty oil tank on newly transferred Purisima Upland property entry.

FY2019-20 SCOPE

Complete site cleanup and begin restoration efforts. Implement roads as identified by erosion assessment.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$3,884	\$0	\$21,280	\$0	\$0	\$0	\$25,164
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	65,271	0	0	0	0	0	65,271
8201–Architect/Engineering Services	0	0	5,000	0	0	0	5,000
8202–Environmental/Planning Services	0	10,000	15,000	0	0	0	25,000
8203–Inspection/Construction Monitoring	0	0	10,000	0	0	0	10,000
8204–Permitting Fees	0	0	5,000	0	0	0	5,000
8205–Construction	0	0	360,000	0	0	0	360,000
Grand Total	\$69,155	\$10,000	\$416,280	\$0	\$0	\$0	\$495,435
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	69,155	10,000	416,280	0	0	0	495,435
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$69,155	\$10,000	\$416,280	\$0	\$0	\$0	\$495,435

LAND ACQUISITION AND PRESERVATION**Twin Creeks Land Conservation****Project #: MAA23-007****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

Pursue land purchase opportunity of the Twin Creeks property, including site cleanup and demolition of structures.

FY2019-20 SCOPE

Continue Vegetation Rapid Assessment, invasive and rare plant surveys. Create IPM plan for high priority plants, and review long-term bat management.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$3,465	\$33,935	\$0	\$0	\$0	\$0	\$37,400
5000-7000–Service & Supplies	729	0	0	0	0	0	729
8101–Real Estate Services	2,906,257	0	0	0	0	0	2,906,257
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	24,205	0	0	0	0	24,205
8203–Inspection/Construction Monitoring	0	28,905	0	0	0	0	28,905
8204–Permitting Fees	152	0	0	0	0	0	152
8205–Construction	2,769	740,659	10,000	10,000	0	0	763,428
Grand Total	\$2,913,372	\$827,704	\$10,000	\$10,000	\$0	\$0	\$3,761,076
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	2,163,372	827,704	10,000	10,000	0	0	3,011,076
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	750,000	0	0	0	0	0	750,000
Grand Total	\$2,913,372	\$827,704	\$10,000	\$10,000	\$0	\$0	\$3,761,076

LAND ACQUISITION AND PRESERVATION**Miramontes Ridge Land Conservation****Project #: VP01-001****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Purchase uplands portion of Johnston Ranch from POST as an addition to the Miramontes Ridge Open Space Preserve.

FY2019-20 SCOPE

In partnership with POST, complete lot line adjustment in preparation for purchase of Johnston Uplands property. Purchase property and enter into grazing lease.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	60,000	22,000	0	0	0	82,000
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$60,000	\$22,000	\$0	\$0	\$0	\$82,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	60,000	22,000	0	0	0	82,000
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$60,000	\$22,000	\$0	\$0	\$0	\$82,000

LAND ACQUISITION AND PRESERVATION**South Cowell Upland Land Conservation****Project #: VP03-002****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

In partnership with POST, pursue land purchase to provide improved staging and trail access for the Purisima-to-the-Sea Regional Trail corridor.

FY2019-20 SCOPE

In partnership with POST, submit lot line adjustment to the County of San Mateo. Assess land conservation, regional trail connections and natural resource values. Evaluate site for staging and trail access. Begin development of a conservation grazing plan.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	37,500	0	0	0	37,500
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$37,500	\$0	\$0	\$0	\$37,500
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns 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	37,500	0	0	0	37,500
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$37,500	\$0	\$0	\$0	\$37,500

LAND ACQUISITION AND PRESERVATION

Upper San Gregorio Land Conservation

Project #: VP08-001

Fund: 40 – General Fund Capital

PROJECT DESCRIPTION

Negotiate property additions to the Upper San Gregorio Creek Watershed.

FY2019-20 SCOPE

Complete purchase of Woodruff Creek property in Upper San Gregorio Creek Watershed. Continue to pursue Mindego Creek purchase opportunities.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	2,180,000	23,000	0	0	0	2,203,000
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$2,180,000	\$23,000	\$0	\$0	\$0	\$2,203,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	2,180,000	0	0	0	0	2,180,000
40–General Fund Capital	0	0	23,000	0	0	0	23,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$2,180,000	\$23,000	\$0	\$0	\$0	\$2,203,000

LAND ACQUISITION AND PRESERVATION**Cloverdale Ranch Land Opportunity****Project #: VP13-001****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

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

FY2019-20 SCOPE

Complete existing conditions assessment, develop preliminary land and resource management goals and develop a public outreach plan for the Cloverdale Ranch property.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	60,000	TBD	TBD	TBD	60,000
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$60,000	TBD	TBD	TBD	\$60,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns 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	60,000	TBD	TBD	TBD	60,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$60,000	TBD	TBD	TBD	\$60,000

LAND ACQUISITION AND PRESERVATION**Redwood Forest Land Opportunity****Project #: VP15-001****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Pursue land purchase opportunities to grow the District's contiguous greenbelt in redwood forests.

FY2019-20 SCOPE

Pursue purchase opportunity in Oil Creek at Long Ridge Open Space Preserve.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	20,000	20,000	0	0	0	40,000
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$20,000	\$20,000	\$0	\$0	\$0	\$40,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	20,000	20,000	0	0	0	40,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$20,000	\$20,000	\$0	\$0	\$0	\$40,000

LAND ACQUISITION AND PRESERVATION**Watershed Protection Opportunity – Numerous Open Space Preserves****Project #: VP15-003****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Pursue land purchase opportunity to protect the Los Gatos, Guadalupe, and Saratoga Creek regionally significant watersheds at Sierra Azul, Bear Creek Redwoods, El Sereno, and Saratoga Gap Open Space Preserves.

FY2019-20 SCOPE

Pursue land purchase opportunity to protect the Los Gatos Creek, Guadalupe, and Saratoga Creek watersheds.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	15,000	105,000	0	0	0	120,000
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$15,000	\$105,000	\$0	\$0	\$0	\$120,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	15,000	105,000	0	0	0	120,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$15,000	\$105,000	\$0	\$0	\$0	\$120,000

LAND ACQUISITION AND PRESERVATION**El Sereno Trails, Wildlife Corridors and Land Conservation****Project #: VP19-001****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Work with public agency and private land owners to purchase property and trail easements to connect El Sereno Open Space Preserve to Sanborn County Park and protect wildlife corridors at El Sereno Open Space Preserve.

FY2019-20 SCOPE

Continue to negotiate with property owners to provide property rights for wildlife and trail corridors. Conduct site analysis, gather support on connections, and coordinate with Santa Clara County Parks.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	1,500	0	0	0	0	1,500
8101 –Real Estate Services	0	35,000	33,000	0	0	0	68,000
8201 –Architect/Engineering Services	0	36,000	0	0	0	0	36,000
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$72,500	\$33,000	\$0	\$0	\$0	\$105,500
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	72,500	33,000	0	0	0	105,500
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$72,500	\$33,000	\$0	\$0	\$0	\$105,500

LAND ACQUISITION AND PRESERVATION**El Sereno Land Conservation****Project #: VP19-002****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

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

FY2019-20 SCOPE

Pursue trail easement or lot line adjustment for trail connection to Sanborn County Park.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	25,000	0	0	0	25,000
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$25,000	\$0	\$0	\$0	\$25,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns 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	25,000	0	0	0	25,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$25,000	\$0	\$0	\$0	\$25,000

LAND ACQUISITION AND PRESERVATION**Highway 17 Land Conservation****Project #: VP20-002****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Pursue land purchase as addition to El Sereno Open Space Preserve to support the Highway 17 Bay Area Ridge Trail Crossing.

FY2019-20 SCOPE

Negotiate purchase of property to implement the Highway 17 Trail Crossing Project.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	27,000	0	0	0	27,000
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$27,000	\$0	\$0	\$0	\$27,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns 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	27,000	0	0	0	27,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$27,000	\$0	\$0	\$0	\$27,000

LAND ACQUISITION AND PRESERVATION**Sierra Azul Rancho de Guadalupe Land Conservation****Project #: VP24-001****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

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

FY2019-20 SCOPE

Pursue new land purchase opportunities as they become available.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	15,000	38,000	0	0	0	53,000
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$15,000	\$38,000	\$0	\$0	\$0	\$53,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	15,000	38,000	0	0	0	53,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$15,000	\$38,000	\$0	\$0	\$0	\$53,000

SCVWD Exchange Agreement at Rancho de Guadalupe Area of SAOSP

Project #: VP24-002

Fund: 40 – General Fund Capital

PROJECT DESCRIPTION

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

FY2019-20 SCOPE

Complete exchange agreement with SCVWD to support repairs to the Guadalupe Reservoir Dam and construction of the Rancho de Guadalupe parking lot at Pheasant and Hicks Road.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	10,000	0	0	0	10,000
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$10,000	\$0	\$0	\$0	\$10,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	10,000	0	0	0	10,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$10,000	\$0	\$0	\$0	\$10,000

LAND ACQUISITION AND PRESERVATION**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.

FY2019-20 SCOPE

Pursue land purchase opportunity in upper Herbert Creek and along the Loma Prieta ridgeline.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	10,000	10,000	0	0	0	20,000
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$10,000	\$10,000	\$0	\$0	\$0	\$20,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	10,000	10,000	0	0	0	20,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$10,000	\$10,000	\$0	\$0	\$0	\$20,000

LAND ACQUISITION AND PRESERVATION**Irish Ridge Connection****Project #: VP32-001****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Pursue land purchase as addition to Tunitas Creek Open Space Preserve for connection to Purisima Creek Redwoods Open Space Preserve and protection of Tunitas Creek watershed.

FY2019-20 SCOPE

Submit lot line adjustment to the County of San Mateo. Assess land conservation, regional trail connections and natural resource values. Purchase property.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	49,868	70,000	0	0	0	119,868
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$49,868	\$70,000	\$0	\$0	\$0	\$119,868
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	49,868	70,000	0	0	0	119,868
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$49,868	\$70,000	\$0	\$0	\$0	\$119,868

LAND ACQUISITION AND PRESERVATION**Gordon Ridge Property Land Conservation****Project #: VP32-002****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Pursue land purchase partnership opportunity to protect the Lower San Gregorio watershed and preserve local agriculture as an addition to Tunitas Creek Open Space Preserve.

FY2019-20 SCOPE

Pursue land purchase partnership opportunity to protect the Lower San Gregorio watershed and preserve local agriculture as an addition to Tunitas Creek Open Space Preserve.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	3,800,000	3,750,000	0	0	7,550,000
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$3,800,000	\$3,750,000	\$0	\$0	\$7,550,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns 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	3,800,000	3,750,000	0	0	7,550,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$3,800,000	\$3,750,000	\$0	\$0	\$7,550,000

LAND ACQUISITION AND PRESERVATION**Lower San Gregorio Creek Watershed Land Conservation****Project #: VP39-001****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

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

FY2019-20 SCOPE

Continue to pursue partnerships to protect water resources and agricultural lands in the Lower San Gregorio watershed, including survey of riparian corridor, and drafting of a conservation easement for the riparian area.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	5,234	34,000	32,000	0	0	0	71,234
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$5,234	\$34,000	\$32,000	\$0	\$0	\$0	\$71,234
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	5,234	34,000	32,000	0	0	0	71,234
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$5,234	\$34,000	\$32,000	\$0	\$0	\$0	\$71,234

Natural Resource Protection and Restoration



Project#	Project Name	FY2019-20	FY2020-21	FY2021-22	3-Year Total
61008	Los Trancos–Page Mill Eucalyptus Removal	\$109,250	\$0	\$0	\$109,250
80003-10	Wildland Fire Program Development	441,000	276,000	311,000	1,028,000
80034-44	Programmatic Permitting	495,000	55,000	15,000	565,000
80054	Badger/Burrowing Owl Habitat Assessment	82,800	72,275	0	155,075
80056	Cherry Springs Lake Infrastructure Operations Plan	10,000	10,000	0	20,000
80057	Climate Action Plan Implementation	86,000	21,000	21,000	128,000
80060	Marbled Murrelet Recovery Planning	32,500	32,500	32,500	97,500
80063	San Mateo County Vegetation Map	39,200	39,200	33,600	112,000
80065	IPM Implementation of Santa Clara Valley Water District Grant	100,000	200,000	200,000	500,000
MAA03-003	Purisima Creek Fence Construction, Purisima Creek Redwoods	54,800	0	0	54,800
MAA05-002	Upper La Honda Creek Grazing Infrastructure	155,750	54,338	0	210,088
MAA09-003	Russian Ridge Mindego Pond Improvement	663,434	0	0	663,434
MAA20-001	Wildlife Corridor: Highway 17 Crossing	63,593	20,000	50,000	133,593
MAA21-007	Bear Creek Redwoods Preserve Plan Invasive Weed Treatment and Restoration	176,807	120,000	0	296,807
MAA21-008	Bear Creek Redwoods–Ponds Restoration and Water Rights	393,393	0	0	393,393
MAA21-010	Bear Creek Redwoods Landfill Characterization and Remediation	207,142	100,000	0	307,142
MAA21-012	Bear Creek Redwoods Tree Restoration	101,893	10,000	10,000	121,893
MAA22-001	Hendrys Creek Property Land Restoration	67,077	0	0	67,077
VP04-002	El Corte de Madera Creek Watershed Protection Plan Sediment Science	56,500	0	0	56,500
VP15-002	Restoration Forestry Demonstration Project	80,000	200,000	40,000	320,000
VP15-004	Lower San Gregorio Floodplain Restoration	20,000	15,000	10,000	45,000
VP32-003	Toto Ponds Management Planning	140,000	100,000	200,000	440,000
Total		\$3,576,139	\$1,325,313	\$923,100	\$5,824,552

OPERATING PROJECTS

The table below lists operating projects by name, and includes the project purpose and lead department. While the operating projects listed below may incur real expenses, they are only included in the lead department's operating budget.

Project Name	Project Purpose	Lead Department
Archaeological Resource Survey, Assessment, Curation	Catalog and curate existing collections, survey known and unrecorded sites, provide on-call assessments.	Natural Resources
Formation of Science Advisory Panel	Formation of a Scientific Advisory Panel to inform Midpen land management decisions.	Natural Resources
Phytophthora Research	Research phytosphere (soil) diseases and develop BMPs for Midpen.	Natural Resources
Agricultural Policy Review and Development	Compile and review existing agricultural policies, guidelines, and current practices. Evaluate gaps and areas requiring greater clarification. Develop comprehensive Board-approved agricultural policy.	Natural Resources
Wildlife and Livestock Protection Policy	Implementation of Wildlife and Livestock Protection Program.	Natural Resources
Wildlife updates to Maintenance and Ranger Operations Manuals	Update wildlife guidance in Maintenance and Ranger Operations Manuals.	Natural Resources

Los Trancos – Page Mill Eucalyptus Removal

Project #: 61008

Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

This project will improve fire and road safety in Los Trancos Open Space Preserve next to Page Mill Road by removing approximately 100 mature nonnative and fire-prone eucalyptus trees in Los Trancos. Midpen will contract with Santa Clara County Fire Safe Council for tree removal. Midpen funding is a match for grant funding received by Santa Clara County Fire Safe Council to complete additional vegetation management along Page Mill Road as well as other projects throughout the county.

FY2019-20 SCOPE

Continue tree removal and site restoration.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	20,000	109,250	0	0	0	129,250
Grand Total	\$0	\$20,000	\$109,250	\$0	\$0	\$0	\$129,250

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	20,000	109,250	0	0	0	129,250
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$20,000	\$109,250	\$0	\$0	\$0	\$129,250

NATURAL RESOURCE PROTECTION AND RESTORATION

Wildland Fire Program Development

Project #: 80003-10

Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

Develop wildland fire program for Midpen lands and hire consultants to design program and prepare environmental review.

FY2019-20 SCOPE

Develop Wildland Fire Program description. Begin CEQA documentation.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	29,533	127,370	441,000	276,000	311,000	3,000	1,187,903
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$29,533	\$127,370	\$441,000	\$276,000	\$311,000	\$3,000	\$1,187,903
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$29,533	\$127,370	\$441,000	\$276,000	\$311,000	\$3,000	\$1,187,903
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$29,533	\$127,370	\$441,000	\$276,000	\$311,000	\$3,000	\$1,187,903

Programmatic Permitting

Project #: 80034-44

Fund: 10 – General Fund Operating

PROJECT DESCRIPTION

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

FY2019-20 SCOPE

Prepare and submit permit applications to the Army Corps of Engineers, USFWS (through the Corps), State Historic Office of Preservation (through the Corps), SF Regional Water Quality Control Board, and, potentially amend existing permits with the California Department of Fish and Wildlife.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	13,123	125,000	495,000	55,000	15,000	0	703,123
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$13,123	\$125,000	\$495,000	\$55,000	\$15,000	\$0	\$703,123
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$13,123	\$125,000	\$495,000	\$55,000	\$15,000	\$0	\$703,123
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$13,123	\$125,000	\$495,000	\$55,000	\$15,000	\$0	\$703,123

NATURAL RESOURCE PROTECTION AND RESTORATION

Badger/Burrowing Owl Habitat Assessment

Project #: 80054

Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

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

FY2019-20 SCOPE

Continue assessment study to inform next phases of the project, including development of management recommendations.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	100,000	82,800	72,275	0	0	255,075
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$100,000	\$82,800	\$72,275	\$0	\$0	\$255,075
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$100,000	\$82,800	\$72,275	\$0	\$0	\$255,075
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$100,000	\$82,800	\$72,275	\$0	\$0	\$255,075

Cherry Springs Lake Infrastructure Operations Plan

Project #: 80056

Fund: 10 – General Fund Operating

PROJECT DESCRIPTION

Develop operational plan for the Cherry Springs water system at Sierra Azul Open Space Preserve.

FY2019-20 SCOPE

Complete operational plan.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	25,000	10,000	10,000	0	0	45,000
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$25,000	\$10,000	\$10,000	\$0	\$0	\$45,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$25,000	\$10,000	\$10,000	\$0	\$0	\$45,000
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$25,000	\$10,000	\$10,000	\$0	\$0	\$45,000

NATURAL RESOURCE PROTECTION AND RESTORATION

Climate Action Plan Implementation

Project #: 80057

Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

The Climate Action Plan identifies strategies and actions to reduce Midpen's greenhouse gas emissions 20% by 2022, 40% by 2030, and 80% by 2050. Many departments are involved in implementing those changes, which may be new CIAP or operating projects or changes to existing practices.

FY2019-20 SCOPE

Coordinate year one implementation of greenhouse gas emission reductions as part of the adopted Climate Action Plan (e.g. alternative commute incentives, purchase of electric maintenance equipment, LED lighting in field offices, and carbon offset purchases). Additional CIAP projects are underway to support Climate Action Plan Implementation.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	73,000	86,000	21,000	21,000	21,000	222,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$73,000	\$86,000	\$21,000	\$21,000	\$21,000	\$222,000

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$73,000	\$86,000	\$21,000	\$21,000	\$21,000	\$222,000
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$73,000	\$86,000	\$21,000	\$21,000	\$21,000	\$222,000

Marbled Murrelet Recovery Planning

Project #: 80060

Fund: 10 – General Fund Operating

PROJECT DESCRIPTION

Assist in the development of recovery plans and assess species presence and habitat distribution and quality on Midpen lands. Identify and fund priority science, management, and recovery actions. Work with California State Parks and other partners to develop Santa Cruz Mountains Landscape Management Plan for Marbled Murrelet. Evaluate use of alternative monitoring methods, including acoustic recording units. Progress on Habitat Suitability Study led by State Parks anticipated in FY2018-19. Surveys at La Honda Creek and Purisima Creek Redwoods require two years, to begin in FY2018-19. If additional sites are selected, two years are also required, beginning in FY2019-20.

FY2019-20 SCOPE

Oversee La Honda Creek surveys by consultant and additional sites surveyed by consultant (year one of two). Purchase, deploy and analyze acoustic units.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	30,000	32,500	32,500	32,500	32,500	160,000
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$30,000	\$32,500	\$32,500	\$32,500	\$32,500	\$160,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$30,000	\$32,500	\$32,500	\$32,500	\$32,500	\$160,000
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$30,000	\$32,500	\$32,500	\$32,500	\$32,500	\$160,000

NATURAL RESOURCE PROTECTION AND RESTORATION

San Mateo County Vegetation Map

Project #: 80063

Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

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

FY2019-20 SCOPE

Collaborate with partners to complete vegetation map by collecting and processing data.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	50,000	39,200	39,200	33,600	0	162,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$50,000	\$39,200	\$39,200	\$33,600	\$0	\$162,000

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$50,000	\$39,200	\$39,200	\$33,600	\$0	\$162,000
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$50,000	\$39,200	\$39,200	\$33,600	\$0	\$162,000

NATURAL RESOURCE PROTECTION AND RESTORATION

IPM Implementation of Santa Clara Valley Water District Grant

Project #: 80065

Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

Expand scope of the Santa Clara Valley Water District Integrated Pest Management (IPM) grant to include invasive plant removal at Bear Creek Redwoods, Rancho San Antonio and Picchetti Ranch Open Space Preserves.

FY2019-20 SCOPE

Oversee contractor to implement IPM on high priority weeds in riparian areas at three preserves.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	100,000	200,000	200,000	200,000	700,000
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$100,000	\$200,000	\$200,000	\$200,000	\$700,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns 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	100,000	200,000	200,000	200,000	700,000
Grand Total	\$0	\$0	\$100,000	\$200,000	\$200,000	\$200,000	\$700,000

NATURAL RESOURCE PROTECTION AND RESTORATION**Purisima Creek Fence Construction, Purisima Creek Redwoods****Project #: MAA03-003****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

Construct a livestock boundary fence on the eastern section of the Bluebrush area at Purisima Creek Redwoods Open Space Preserve to support Midpen's conservation grazing program.

FY2019-20 SCOPE

Complete construction of a new boundary fence on eastern property line per survey.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	9,750	18,000	0	0	0	27,750
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	85,610	36,800	0	0	0	122,410
Grand Total	\$0	\$95,360	\$54,800	\$0	\$0	\$0	\$150,160
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	95,360	54,800	0	0	0	150,160
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$95,360	\$54,800	\$0	\$0	\$0	\$150,160

Upper La Honda Creek Grazing Infrastructure

Project #: MAA05-002

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Provide a water source for cattle in the upper section of Pastures 3 and 4 at McDonald Ranch for adequate rotation of livestock in support of Midpen's conservation grazing program.

FY2019-20 SCOPE

Clean and repair existing springbox and connect water line to a cattle trough in Pasture 3 and Pasture 4 of McDonald Ranch. Includes bio monitoring.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	28,750	0	0	0	28,750
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	30,000	2,300	0	0	32,300
8204 –Permitting Fees	0	0	5,000	0	0	0	5,000
8205 –Construction	30,915	0	92,000	52,038	0	0	174,953
Grand Total	\$30,915	\$0	\$155,750	\$54,338	\$0	\$0	\$241,003
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	30,915	0	155,750	54,338	0	0	241,003
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$30,915	\$0	\$155,750	\$54,338	\$0	\$0	\$241,003

NATURAL RESOURCE PROTECTION AND RESTORATION

Russian Ridge Mindego Pond Improvement

Project #: MAA09-003

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Engineer, permit, and restore aquatic habitats at Mindego Ranch for California red-legged frog and San Francisco garter snake as well as water supply for livestock operation in support of Midpen's conservation grazing program.

FY2019-20 SCOPE

Complete design, permitting, and construction of pond improvements.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$136	\$15,930	\$13,434	\$0	\$0	\$0	\$29,500
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	25,000	0	0	0	25,000
8203–Inspection/Construction Monitoring	0	10,000	50,000	0	0	0	60,000
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	265,000	575,000	0	0	0	840,000
Grand Total	\$136	\$290,930	\$663,434	\$0	\$0	\$0	\$954,500
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	136	290,930	663,434	0	0	0	954,500
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$136	\$290,930	\$663,434	\$0	\$0	\$0	\$954,500

Wildlife Corridor: Highway 17 Crossing

Project #: MAA20-001

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

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

FY2019-20 SCOPE

Complete Project Study Report (PSR) and initiate Project Approval and Environmental Document (PAED) with Caltrans.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$23,579	\$13,593	\$0	\$0	\$0	\$37,172
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	2,485	0	0	0	0	0	2,485
8201–Architect/Engineering Services	94,389	85,000	21,000	0	0	0	200,389
8202–Environmental/Planning Services	12,410	5,000	29,000	20,000	50,000	20,000	136,410
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	87,236	0	0	0	0	0	87,236
Grand Total	\$196,520	\$113,579	\$63,593	\$20,000	\$50,000	\$20,000	\$463,692
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	196,520	113,579	63,593	20,000	50,000	20,000	463,692
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$196,520	\$113,579	\$63,593	\$20,000	\$50,000	\$20,000	\$463,692

NATURAL RESOURCE PROTECTION AND RESTORATION

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

FY2019-20 SCOPE

Complete year three of invasive weed management in all areas.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$1,226	\$6,807	\$0	\$0	\$0	\$8,033
5000-7000–Service & Supplies	553	0	0	0	0	0	553
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	501,125	317,450	170,000	120,000	0	0	1,108,575
Grand Total	\$501,678	\$318,676	\$176,807	\$120,000	\$0	\$0	\$1,117,161
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	394,636	118,676	76,807	70,000	0	0	660,119
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	107,042	200,000	100,000	50,000	0	0	457,042
Grand Total	\$501,678	\$318,676	\$176,807	\$120,000	\$0	\$0	\$1,117,161

NATURAL RESOURCE PROTECTION AND RESTORATION

Bear Creek Redwoods – Ponds Restoration and Water Rights

Project #: MAA21-008

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Implement priority pond restoration work and secure water rights, monitoring and reporting for the property.

FY2019-20 SCOPE

Continue to coordinate with regulatory agencies for permits. Once permits are in hand, start construction of culvert and site improvements. Continue mitigation implementation.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$388	\$17,445	\$11,893	\$0	\$0	\$0	\$29,726
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	126,288	35,328	17,000	0	0	0	178,616
8202–Environmental/Planning Services	0	15,000	20,000	0	0	0	35,000
8203 –Inspection/Construction Monitoring	0	0	65,000	0	0	0	65,000
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	80,000	279,500	0	0	0	359,500
Grand Total	\$126,676	\$147,773	\$393,393	\$0	\$0	\$0	\$667,842
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	126,676	147,773	72,771	0	0	0	347,220
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	320,622	0	0	0	320,622
Grand Total	\$126,676	\$147,773	\$393,393	\$0	\$0	\$0	\$667,842

NATURAL RESOURCE PROTECTION AND RESTORATION

Bear Creek Redwoods Landfill Characterization and Remediation

Project #: MAA21-010

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Conduct investigation to assess and characterize old landfill for potential toxic substances, develop remediation plan and CEQA analysis, and implement remediation to facilitate opening BCR Phase II trails for public access.

FY2019-20 SCOPE

Prepare remediation plan, regulatory review, permitting, and CEQA review.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$7,142	\$0	\$0	\$0	\$7,142
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	60,000	200,000	100,000	0	0	360,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$60,000	\$207,142	\$100,000	\$0	\$0	\$367,142
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	60,000	207,142	100,000	0	0	367,142
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$60,000	\$207,142	\$100,000	\$0	\$0	\$367,142

NATURAL RESOURCE PROTECTION AND RESTORATION

Bear Creek Redwoods Tree Restoration

Project #: MAA21-012

Fund: 30 – Measure AA Capital

PROJECT DESCRIPTION

Tree mitigation planting for Phase I public access projects.

FY2019-20 SCOPE

Oversee contractor(s) to implement tree removal and mitigation plantings.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$1,893	\$0	\$0	\$0	\$1,893
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	100,000	10,000	10,000	0	120,000
Grand Total	\$0	\$0	\$101,893	\$10,000	\$10,000	\$0	\$121,893
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	101,893	10,000	10,000	0	121,893
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$101,893	\$10,000	\$10,000	\$0	\$121,893

NATURAL RESOURCE PROTECTION AND RESTORATION

Hendrys Creek Property Land Restoration

Project #: MAA22-001

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Implement habitat improvements along 0.75-mile of Hendrys Creek and tributaries within the freshwater wetland mitigation easement held by Santa Clara Valley Water District (Valley Water). The project is funded in part by Valley Water Wildlife Habitat Restoration Program (Project D3) grant.

FY2019-20 SCOPE

Implement Phase II plant installation, maintenance, and monitoring. Continue implementing California Department of Fish and Wildlife permit conditions and annual monitoring/reporting to regulatory agencies.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$1,430	\$105,023	\$17,077	\$0	\$0	\$0	\$123,530
5000-7000–Service & Supplies	197	0	0	0	0	0	197
8101 –Real Estate Services	4,762	0	0	0	0	0	4,762
8201 –Architect/Engineering Services	13,045	0	0	0	0	0	13,045
8202 –Environmental/Planning Services	73,381	19,271	0	0	0	0	92,652
8203 –Inspection/Construction Monitoring	0	71,250	0	0	0	0	71,250
8204 –Permitting Fees	14,839	0	0	0	0	0	14,839
8205 –Construction	15,540	326,000	50,000	0	0	0	391,540
Grand Total	\$123,194	\$521,544	\$67,077	\$0	\$0	\$0	\$711,815
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	56,083	251,193	28,077	0	0	0	335,353
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	67,111	270,351	39,000	0	0	0	376,462
Grand Total	\$123,194	\$521,544	\$67,077	\$0	\$0	\$0	\$711,815

El Corte de Madera Creek Watershed Protection Plan Sediment Science

Project #: VP04-002

Fund: 10 – General Fund Operating

PROJECT DESCRIPTION

Study instream sediment to produce scientific report and analysis of the recently completed watershed protection program. Reassess sediment monitoring pools, install stream gauges and data loggers, and measure sediment transport and storage in pools. Two to three years of data needed.

FY2019-20 SCOPE

Survey sediment in pools as part of year three of work.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	1,351	66,000	56,500	0	0	0	123,851
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	81,427	0	0	0	0	0	81,427
Grand Total	\$82,778	\$66,000	\$56,500	\$0	\$0	\$0	\$205,278
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$82,778	\$66,000	\$56,500	\$0	\$0	\$0	\$205,278
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$82,778	\$66,000	\$56,500	\$0	\$0	\$0	\$205,278

NATURAL RESOURCE PROTECTION AND RESTORATION

Restoration Forestry Demonstration Project

Project #: VP15-002

Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

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

FY2019-20 SCOPE

Complete CEQA review of the La Honda Creek Forest Management Plan.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	80,000	200,000	40,000	0	320,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$80,000	\$200,000	\$40,000	\$0	\$320,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$80,000	\$200,000	\$40,000	\$0	\$320,000
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$80,000	\$200,000	\$40,000	\$0	\$320,000

Lower San Gregorio Floodplain Restoration

Project #: VP15-004

Fund: 40 – General Fund Capital

PROJECT DESCRIPTION

Feasibility assessment for floodplain restoration along San Gregorio Creek.

FY2019-20 SCOPE

Complete conceptual design and cost estimation for floodplain restoration.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	20,000	15,000	10,000	0	45,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$20,000	\$15,000	\$10,000	\$0	\$45,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	20,000	15,000	10,000	0	45,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$20,000	\$15,000	\$10,000	\$0	\$45,000

NATURAL RESOURCE PROTECTION AND RESTORATION**Toto Ponds Management Planning****Project #: VP32-003****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Investigate and apply for water rights and develop bridging documents in order to support continued use of the property for grazing.

FY2019-20 SCOPE

Investigate and apply for water rights and develop bridging documents.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	140,000	100,000	200,000	50,000	490,000
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$140,000	\$100,000	\$200,000	\$50,000	\$490,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns 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	140,000	100,000	200,000	50,000	490,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$140,000	\$100,000	\$200,000	\$50,000	\$490,000

Public Access, Education and Outreach



Project#	Project Name	FY2019-20	FY2020-21	FY2021-22	3-Year Total
31901	ADA Barrier Removal	\$255,000	\$1,075,000	TBD	\$1,330,000
40011	Website Re-design	100,000	0	0	100,000
MAA02-001	Cooley Landing Interpretive Facilities Design and Implementation	35,000	30,000	25,000	90,000
MAA02-002	Ravenswood Bay Trail Design and Implementation	1,976,760	1,646,250	0	3,623,010
MAA04-004	El Corte de Madera Oljon Trail Implementation	61,236	0	0	61,236
MAA05-008	La Honda Creek White Barn Structural Rehabilitation	216,214	234,750	0	450,964
MAA05-009	La Honda Creek Redwood Cabin Stabilization and Assessment	246,233	213,750	0	459,983
MAA06-002	Hawthorns Public Access Site Plan and CEQA	124,060	TBD	TBD	124,060
MAA07-011	Lower La Honda Creek Phase II Loop Trails	173,555	405,000	340,000	918,555
MAA10-001	Alpine Road Regional Trail, Coal Creek	236,033	166,750	2,965,000	3,367,783
MAA11-002	Rancho San Antonio–Deer Hollow Farm–White Barn Rehabilitation	143,890	454,000	0	597,890
MAA17-002	Lyson's Dispositions at Monte Bello	426,487	0	0	426,487
MAA17-004	Stevens Creek Nature Trail Bridges, Monte Bello	34,401	0	0	34,401
MAA18-002	Saratoga-to-Sea Regional Trail Connection	550,000	550,000	0	1,100,000
MAA20-002	Bay Area Ridge Trail Highway 17 Crossing	61,056	28,000	50,000	139,056
MAA21-003	Bear Creek Redwoods Water System	8,095	TBD	TBD	8,095
MAA21-004	Bear Creek Stables Site Plan Implementation	553,147	TBD	TBD	553,147
MAA21-005	Bear Creek Redwoods Public Access	618,931	1,850,000	590,000	3,058,931
MAA21-006	Bear Creek Redwoods–Alma College Cultural Landscape Rehabilitation Project	945,854	3,360,200	0	4,306,054
MAA21-011	Phase II Trail Improvements, Bear Creek Redwoods OSP	277,250	320,000	730,000	1,327,250
MAA22-004	Beatty Parking Area and Trail Connections	404,544	605,250	645,500	1,655,294
MAA23-004	Mount Umunhum Summit Restoration, Parking, and Landing Zone	35,000	30,000	10,000	75,000
VP05-002	La Honda Creek Parking and Trailhead Access Feasibility Study (former Red Barn)	25,000	0	0	25,000
VP11-001	Rancho San Antonio (RSA) Multimodal Access Study	56,000	TBD	TBD	56,000
VP20-001	Highway 17 Area Regional Trail Connections	37,500	100,000	75,000	212,500
VP23-002	Traffic Study for Mt. Umunhum Road	173,000	0	0	173,000
VP33-001	Purisima Creek Redwoods Bridge 1 Redecking	59,500	0	0	59,500
VP38-001	Cooley Landing Park Business and Operation Plan	150,000	0	0	150,000
Total		\$7,983,746	\$11,068,950	\$5,430,500	\$24,483,196

OPERATING PROJECTS

The table below lists operating projects by name, and includes the project purpose and lead department.

Project Name	Project Purpose	Lead Department
Cooley Landing Site Use Agreements	Formalize separate agreements/easements/MOUs (Midpen, City of East Palo Alto, Regional Water Quality Control Board, Menlo Fire) to meet operations and maintenance requirements. Supports partnership project at Cooley Landing park.	General Manager's Office
Preserve Use Survey Implementation	Implement the recommendations detailed in the Preserve Use Survey to enhance visitor satisfaction and outreach.	General Manager's Office
Regional Trails Planning and Coordination	Provide technical and planning support on external regional trail projects that are initiated by partner agencies. Example projects include Bay-to-Sea Trail, Ohlone-Portola Heritage Trail, SamTrans Dumbarton Corridor Bike-Ped Feasibility, etc.	Planning and Real Property
Stevens Creek Trail Signage	Install new trail signage for Stevens Creek Trail, to provide consistent signage across jurisdictions.	Planning

PUBLIC ACCESS, EDUCATION AND OUTREACH**ADA Barrier Removal****Project #: 31901****Fund: 10 – General Fund Operating****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Prioritize barrier removals and develop cost estimates for Budget and Action Plan. Complete tracking and reporting on annual accomplishments of completed priorities.

FY2019-20 SCOPE

Initiate first round of barrier removals.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	14,000	30,000	0	0	0	44,000
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	110,000	10,000	0	0	120,000
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	15,000	15,000	0	0	30,000
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	100,000	1,050,000	0	0	1,150,000
Grand Total	\$0	\$14,000	\$255,000	\$1,075,000	\$ TBD	\$0	\$1,344,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$14,000	\$30,000	\$0	\$0	\$0	\$44,000
20–Hawthorns 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	225,000	1,075,000	0	0	1,300,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$14,000	\$255,000	\$1,075,000	\$ TBD	\$0	\$1,344,000

Website Re-design

Project #: 40011

Fund: 10 – General Fund Operating

PROJECT DESCRIPTION

Update current website structure and design and migrate website to updated Drupal 8 platform.

FY2019-20 SCOPE

Update current website structure and design and migrate website to updated Drupal 8 platform.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	100,000	0	0	0	100,000
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$100,000	\$0	\$0	\$0	\$100,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$100,000	\$0	\$0	\$0	\$100,000
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$100,000	\$0	\$0	\$0	\$100,000

PUBLIC ACCESS, EDUCATION AND OUTREACH**Cooley Landing Interpretive Facilities Design and Implementation****Project #: MAA02-001****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

Working in partnership with City of East Palo Alto, complete the final phases of Cooley Landing Park – Phases IV and V. Midpen's Board approved a maximum contribution to the City of \$1.25 million. Project expenses beyond this include restoration efforts at Cooley Landing and Ravenswood Open Space Preserve.

FY2019-20 SCOPE

Complete habitat restoration work.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	183,037	53,000	0	0	0	0	236,037
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	52,149	1,039,852	35,000	30,000	25,000	0	1,182,001
Grand Total	\$235,186	\$1,092,852	\$35,000	\$30,000	\$25,000	\$0	\$1,418,038
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	235,186	1,092,852	35,000	30,000	25,000	0	1,418,038
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$235,186	\$1,092,852	\$35,000	\$30,000	\$25,000	\$0	\$1,418,038

Ravenswood Bay Trail Design and Implementation

Project #: MAA02-002

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Secure and record trail easement. Complete design, environmental review, permitting, and implementation of the Bay Trail gap north of Ravenswood Open Space Preserve to open up 80 continuous miles of the Bay Trail.

FY2019-20 SCOPE

Complete construction and open trail. Begin site mitigation planting.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$20,418	\$16,975	\$75,510	\$0	\$0	\$0	\$112,903
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	30,850	0	0	0	0	0	30,850
8201 –Architect/Engineering Services	329,810	135,000	75,000	0	0	0	539,810
8202 –Environmental/Planning Services	41,185	172,000	100,000	0	0	0	313,185
8203 –Inspection/Construction Monitoring	7,763	5,000	0	40,000	0	0	52,763
8204 –Permitting Fees	2,310	71,000	70,000	0	0	0	143,310
8205 –Construction	29,538	0	1,656,250	1,606,250	0	0	3,292,038
Grand Total	\$461,874	\$399,975	\$1,976,760	\$1,646,250	\$0	\$0	\$4,484,859
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	232,253	117,222	551,849	828,207	0	0	1,729,531
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	229,621	282,753	1,424,911	818,043	0	0	2,755,328
Grand Total	\$461,874	\$399,975	\$1,976,760	\$1,646,250	\$0	\$0	\$4,484,859

PUBLIC ACCESS, EDUCATION AND OUTREACH**El Corte de Madera Oljon Trail Implementation****Project #: MAA04-004****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

Completion of Phase III and IV of the Oljon Trail connecting Steam Donkey Trail to the Springboard Trail, which is the final trail construction/restoration associated with the Watershed Protection Program.

FY2019-20 SCOPE

Complete final project phase by decommissioning a portion of Steam Donkey Trail.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$110,500	\$236,872	\$28,736	\$0	\$0	\$0	\$376,108
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	11,552	11,500	10,000	0	0	0	33,052
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	12,037	16,100	2,500	0	0	0	30,637
8204–Permitting Fees	8,191	0	0	0	0	0	8,191
8205–Construction	113,860	66,250	20,000	0	0	0	200,110
Grand Total	\$256,140	\$330,722	\$61,236	\$0	\$0	\$0	\$648,098
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	256,140	330,722	61,236	0	0	0	648,098
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$256,140	\$330,722	\$61,236	\$0	\$0	\$0	\$648,098

La Honda Creek White Barn Structural Rehabilitation

Project #: MAA05-008

Fund: 30 – Measure AA Capital

PROJECT DESCRIPTION

A qualified architectural historian will assess the condition and historical significance of the white barn and redwood cabin. The assessment will also include the potential significance of nearby structures and related landscape features such as fencing. A structural engineer will assess the integrity of the building to determine the need for structural improvements and/or repairs. Biological consultant to assess the structures for nesting birds, bats, and rats to inform inspections and species requirements for structural improvements.

FY2019-20 SCOPE

Complete site assessment, geotechnical investigation, archaeological survey, structural stabilization design and biological monitoring.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$3,777	\$9,714	\$0	\$0	\$0	\$13,491
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	14,699	50,000	94,000	36,000	0	0	194,699
8202–Environmental/Planning Services	0	10,000	20,000	20,000	0	0	50,000
8203–Inspection/Construction Monitoring	0	0	20,000	30,000	0	0	50,000
8204–Permitting Fees	0	0	15,000	5,000	0	0	20,000
8205–Construction	0	0	57,500	143,750	0	0	201,250
Grand Total	\$14,699	\$63,777	\$216,214	\$234,750	\$0	\$0	\$529,440
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	14,699	63,777	216,214	234,750	0	0	529,440
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$14,699	\$63,777	\$216,214	\$234,750	\$0	\$0	\$529,440

PUBLIC ACCESS, EDUCATION AND OUTREACH**La Honda Creek Redwood Cabin Stabilization and Assessment****Project #: MAA05-009****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

Structural evaluation and stabilization of the La Honda Creek redwood cabin.

FY2019-20 SCOPE

Complete site assessment, geotechnical investigation, archaeological survey, structural stabilization design and biological monitoring.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$14,733	\$0	\$0	\$0	\$14,733
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	34,500	127,000	28,000	0	0	189,500
8202 –Environmental/Planning Services	0	0	12,000	12,000	0	0	24,000
8203 –Inspection/Construction Monitoring	0	0	20,000	30,000	0	0	50,000
8204 –Permitting Fees	0	0	15,000	0	0	0	15,000
8205 –Construction	0	0	57,500	143,750	0	0	201,250
Grand Total	\$0	\$34,500	\$246,233	\$213,750	\$0	\$0	\$494,483
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	34,500	246,233	213,750	0	0	494,483
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$34,500	\$246,233	\$213,750	\$0	\$0	\$494,483

PUBLIC ACCESS, EDUCATION AND OUTREACH**Hawthorns Public Access Site Plan and CEQA****Project #: MAA06-002****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

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

FY2019-20 SCOPE

Continue coordination with Town of Portola Valley on permitting and community engagement process on proposed Alpine Road trail widening and site plan development. Initiate CEQA process. Begin work on biological assessments, parking area, and trail alignment.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$6,460	\$0	\$0	\$0	\$6,460
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101 –Real Estate Services	0	0	5,000	0	0	0	5,000
8201 –Architect/Engineering Services	0	0	44,500	0	0	0	44,500
8202 –Environmental/Planning Services	0	47,716	65,100	0	0	0	112,816
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	3,000	0	0	0	3,000
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$47,716	\$124,060	\$ TBD	\$ TBD	\$0	\$171,776
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	47,716	124,060	0	0	0	171,776
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$47,716	\$124,060	\$ TBD	\$ TBD	\$0	\$171,776

PUBLIC ACCESS, EDUCATION AND OUTREACH

Lower La Honda Creek Phase II Loop Trails

Project #: MAA07-011

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Phase II Trail Design and implementation: Implement La Honda Creek Open Space Preserve Master Plan Phase II trail improvements, including planning, technical studies (biological, cultural, geotechnical), design, permitting and construction.

FY2019-20 SCOPE

Submit permits and design trails for Master Plan Trail 6–La Honda Creek Loop Trails. Pending board approval, develop signage and brochures. Concurrently, perform pre-planning and field investigations for opportunities and constraints associated with potential trail routes that would connect from the La Honda Creek Loop Trails in the south. Key deliverable is a summary of conceptual trail route options that would connect to the central portion of the preserve, and would be used for future trail assessments and design in FY2020-21. Other trail connections are pending identification of a new parking area in the preserve.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$15,000	\$28,555	\$250,000	\$250,000	\$0	\$543,555
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	33,000	0	0	0	0	33,000
8201–Architect/Engineering Services	27,058	100,100	30,000	15,000	15,000	0	187,158
8202–Environmental/Planning Services	0	24,000	80,000	35,000	15,000	0	154,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	15,000	35,000	5,000	0	0	55,000
8205–Construction	0	0	0	100,000	60,000	0	160,000
Grand Total	\$27,058	\$187,100	\$173,555	\$405,000	\$340,000	\$0	\$1,132,713
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	27,058	187,100	173,555	405,000	340,000	0	1,132,713
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$27,058	\$187,100	\$173,555	\$405,000	\$340,000	\$0	\$1,132,713

Alpine Road Regional Trail, Coal Creek

Project #: MAA10-001

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

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

FY2019-20 SCOPE

Work with the County of San Mateo on MOU and future transfer rights. Continue design and construction work, with biomonitoring and county permitting assistance. Work with the County of San Mateo to secure Measure K funding.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$13,558	\$22,283	\$8,000	\$10,000	\$0	\$53,841
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	17,663	120,000	80,000	81,000	65,000	0	363,663
8202–Environmental/Planning Services	0	44,750	110,000	20,000	0	0	174,750
8203–Inspection/Construction Monitoring	0	5,000	0	2,000	50,000	0	57,000
8204–Permitting Fees	0	0	23,750	5,750	15,000	0	44,500
8205–Construction	0	0	0	50,000	2,825,000	0	2,875,000
Grand Total	\$21,949	\$183,308	\$236,033	\$166,750	\$2,965,000	\$0	\$3,573,040
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	21,949	183,308	236,033	166,750	2,965,000	0	3,573,040
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$21,949	\$183,308	\$236,033	\$166,750	\$2,965,000	\$0	\$3,573,040

PUBLIC ACCESS, EDUCATION AND OUTREACH**Rancho San Antonio – Deer Hollow Farm – White Barn Rehabilitation****Project #: MAA11-002****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

White Barn Stabilization – Structural/historic assessment, planning, design, and implementation of repairs.

FY2019-20 SCOPE

Conduct CEQA review. Complete design and initiate construction work, with biomonitoring and bat deterrent (if needed).

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$5,827	\$23,890	\$0	\$0	\$0	\$29,717
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	29,511	35,000	105,000	0	0	0	169,511
8202–Environmental/Planning Services	0	0	10,000	10,000	0	0	20,000
8203–Inspection/Construction Monitoring	0	10,000	0	22,000	0	0	32,000
8204–Permitting Fees	0	0	5,000	2,000	0	0	7,000
8205–Construction	0	0	0	420,000	0	0	420,000
Grand Total	\$29,511	\$50,827	\$143,890	\$454,000	\$0	\$0	\$678,228
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	29,511	15,827	143,890	124,000	0	0	313,228
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	35,000	0	330,000	0	0	365,000
Grand Total	\$29,511	\$50,827	\$143,890	\$454,000	\$0	\$0	\$678,228

Lyson's Dispositions at Monte Bello

Project #: MAA17-002

Fund: 30 – Measure AA Capital

PROJECT DESCRIPTION

This project will improve public safety by removing hazardous structures and debris from vacant land and allow the opening of the regional Stevens Creek Trail corridor to public access. Project scope includes remediation, demolition and removal of uninhabitable structures, and site grading to reduce potential impacts to stream system. The design will be performed by a geotechnical and/or civil engineering consultant for grading of the site caused by recent landslides on the property.

FY2019-20 SCOPE

Finalize permits, complete demolition and restore site.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$6,815	\$0	\$20,237	\$0	\$0	\$0	\$27,052
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	35,000	0	0	0	35,000
8202 –Environmental/Planning Services	2,485	0	15,000	0	0	0	17,485
8203 –Inspection/Construction Monitoring	0	0	25,000	0	0	0	25,000
8204 –Permitting Fees	0	0	15,000	0	0	0	15,000
8205 –Construction	0	0	316,250	0	0	0	316,250
Grand Total	\$9,300	\$0	\$426,487	\$0	\$0	\$0	\$435,787
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	9,300	0	426,487	0	0	0	435,787
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$9,300	\$0	\$426,487	\$0	\$0	\$0	\$435,787

PUBLIC ACCESS, EDUCATION AND OUTREACH**Stevens Creek Nature Trail Bridges, Monte Bello****Project #: MAA17-004****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

Replace a deteriorating bridge located between Stevens Creek bridge crossing and the Canyon Trail. Also scope and conduct environmental review for a new bridge on the Stevens Creek Nature Trail to replace a ford crossing that can be impassable during winter.

FY2019-20 SCOPE

Finish construction and continue biomonitoring, revegetation reseeding, and plant maintenance.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$7,834	\$117,512	\$4,401	\$0	\$0	\$0	\$129,747
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	9,561	0	2,500	0	0	0	12,061
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	1,642	112,800	7,500	0	0	0	121,942
8204 –Permitting Fees	749	0	0	0	0	0	749
8205 –Construction	24,663	120,000	20,000	0	0	0	164,663
Grand Total	\$44,449	\$350,312	\$34,401	\$0	\$0	\$0	\$429,162
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	44,449	350,312	34,401	0	0	0	429,162
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$44,449	\$350,312	\$34,401	\$0	\$0	\$0	\$429,162

Saratoga-to-Sea Regional Trail Connection

Project #: MAA18-002

Fund: 30 – Measure AA Capital

PROJECT DESCRIPTION

Support the City of Saratoga's 3.2-mile long trail connection from Saratoga Quarry Park to Sanborn County Park (Partnership Project).

FY2019-20 SCOPE

Continue to provide technical and financial support. Anticipate City desires to complete design and start permitting in FY2019-20 to prepare for first phase of construction (trail work) in FY2019-20 and second phase of construction (bridge construction) in FY2020-21.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	265,000	0	0	0	0	265,000
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	550,000	550,000	0	0	1,100,000
Grand Total	\$0	\$265,000	\$550,000	\$550,000	\$0	\$0	\$1,365,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	265,000	550,000	550,000	0	0	1,365,000
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$265,000	\$550,000	\$550,000	\$0	\$0	\$1,365,000

PUBLIC ACCESS, EDUCATION AND OUTREACH**Bay Area Ridge Trail Highway 17 Crossing****Project #: MAA20-002****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

Eight project alternatives have been developed for separate and/or shared wildlife/recreational trail crossings, and have been forwarded to Caltrans for review, known as their Project Study Report (PSR). Once reviewed, alternatives will undergo environmental analysis and permitting prior to construction, all in close alignment with Highway 17 Wildlife Crossing #MAA20-001.

FY2019-20 SCOPE

Once Caltrans has reviewed the PSR developed by Midpen and consultants, initiate Project Approval and Environmental Document (PAED) with Caltrans. Review preferred project under CEQA (and potentially NEPA to qualify for federal funding) following outcome of Caltrans documentation review.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$317	\$1,970	\$1,056	\$0	\$0	\$0	\$3,343
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	105,000	21,000	8,000	0	0	134,000
8202–Environmental/Planning Services	0	0	39,000	20,000	50,000	20,000	129,000
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$317	\$106,970	\$61,056	\$28,000	\$50,000	\$20,000	\$266,343
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	317	106,970	61,056	28,000	50,000	20,000	266,343
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$317	\$106,970	\$61,056	\$28,000	\$50,000	\$20,000	\$266,343

PUBLIC ACCESS, EDUCATION AND OUTREACH**Bear Creek Redwoods Water System****Project #: MAA21-003****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

Evaluate long-term water needs and implement water infrastructure improvements for Bear Creek Stables operation.

FY2019-20 SCOPE

Implement final Board approved decision for Bear Creek Redwoods Stables water infrastructure improvements.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$33,806	\$5,648	\$8,095	\$0	\$0	\$0	\$47,549
5000-7000–Service & Supplies	58,067	0	0	0	0	0	58,067
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	57,003	0	0	0	0	0	57,003
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	1,275	0	0	0	0	0	1,275
8205–Construction	40,999	0	0	0	0	0	40,999
Grand Total	\$191,150	\$5,648	\$8,095	\$ TBD	\$ TBD	\$0	\$204,893
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	191,150	5,648	8,095	0	0	0	204,893
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$191,150	\$5,648	\$8,095	\$ TBD	\$ TBD	\$0	\$204,893

PUBLIC ACCESS, EDUCATION AND OUTREACH**Bear Creek Stables Site Plan Implementation****Project #: MAA21-004****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

Implement Phase I of Bear Creek Stables site plan.

FY2019-20 SCOPE

Implement final Board-approved decision for Bear Creek Redwoods Stables site plan improvements.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$7,554	\$121	\$14,147	\$0	\$0	\$0	\$21,822
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	274,521	130,000	385,000	0	0	0	789,521
8202–Environmental/Planning Services	0	10,000	10,000	0	0	0	20,000
8203 –Inspection/Construction Monitoring	0	0	58,000	0	0	0	58,000
8204–Permitting Fees	0	0	86,000	0	0	0	86,000
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$282,075	\$140,121	\$553,147	\$ TBD	\$ TBD	\$0	\$975,343
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	282,075	140,121	553,147	0	0	0	975,343
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$282,075	\$140,121	\$553,147	\$ TBD	\$ TBD	\$0	\$975,343

PUBLIC ACCESS, EDUCATION AND OUTREACH**Bear Creek Redwoods Public Access****Project #: MAA21-005****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

Design, secure permits, and construct new parking lot. Upgrade trail and install visitor-serving amenities. Open Upper Lake area and western preserve to the public.

FY2019-20 SCOPE

Fulfill mitigation requirements (tree farm restoration), and submit final construction payments for new parking lot, continue bat mitigation, construct Upper Lake overflow and pond stair access and submit permit application for Phase II Undercrossing Project.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$251,147	\$195,527	\$53,931	\$0	\$0	\$0	\$500,605
5000-7000–Service & Supplies	4,772	18,000	0	0	0	0	22,772
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	502,450	285,000	125,000	70,000	0	0	982,450
8202 –Environmental/Planning Services	118,373	214,000	25,000	20,000	0	0	377,373
8203 –Inspection/Construction Monitoring	39,962	85,428	40,000	10,000	10,000	0	185,390
8204 –Permitting Fees	22,024	5,000	125,000	20,000	0	0	172,024
8205 –Construction	567,207	3,223,651	250,000	1,730,000	580,000	0	6,350,858
Grand Total	\$1,505,935	\$4,026,606	\$618,931	\$1,850,000	\$590,000	\$0	\$8,591,472
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	1,505,935	4,026,606	403,199	1,850,000	590,000	0	8,375,740
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	215,732	0	0	0	215,732
Grand Total	\$1,505,935	\$4,026,606	\$618,931	\$1,850,000	\$590,000	\$0	\$8,591,472

PUBLIC ACCESS, EDUCATION AND OUTREACH**Bear Creek Redwoods – Alma College Cultural Landscape Rehabilitation Project****Project #: MAA21-006****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

Implement the Alma College Cultural Landscape Rehabilitation Plan: complete hazardous materials remediation and site cleanup, demolish several buildings, stabilize the chapel and 1934 library and install visitor amenities and interpretation.

FY2019-20 SCOPE

Complete construction documents and obtain demolition/building permits; release RFB and award construction contract; complete bat deterrence and hazardous material abatement; begin structure demolition, mothballing, and site improvements. Continue to develop interpretive materials, complete Preservation Maintenance Plan.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$61,448	\$56,461	\$39,054	\$0	\$0	\$0	\$156,963
5000-7000–Service & Supplies	8,865	0	0	0	0	0	8,865
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	368,113	270,500	90,000	15,000	0	0	743,613
8202–Environmental/Planning Services	188,280	50,000	19,500	20,000	0	0	277,780
8203–Inspection/Construction Monitoring	21,111	4,890	32,500	50,000	0	0	108,501
8204–Permitting Fees	1,720	15,000	15,000	0	0	0	31,720
8205–Construction	43,287	50,000	749,800	3,275,200	0	0	4,118,287
Grand Total	\$692,824	\$446,851	\$945,854	\$3,360,200	\$0	\$0	\$5,445,729

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	692,824	446,851	945,854	3,360,200	0	0	5,445,729
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$692,824	\$446,851	\$945,854	\$3,360,200	\$0	\$0	\$5,445,729

Phase II Trail Improvements, Bear Creek Redwoods OSP

Project #: MAA21-011

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Implement Phase II trail improvements to open eastern part of Bear Creek Redwoods to public access.

FY2019-20 SCOPE

Staff will work with a consultant team to evaluate and design improvements for a portion of the Bear Creek Redwoods Phase II trail network. This includes the Briggs Creek Trail, Alma College Loop Trail, Stables Loop Trail, and a segment of the multi-use trail.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	25,000	150,000	240,000	50,000	0	465,000
8202–Environmental/Planning Services	0	0	30,000	0	0	0	30,000
8203–Inspection/Construction Monitoring	0	0	0	0	25,000	25,000	50,000
8204–Permitting Fees	0	0	47,250	5,000	0	0	52,250
8205–Construction	0	0	50,000	75,000	655,000	750,000	1,530,000
Grand Total	\$0	\$25,000	\$277,250	\$320,000	\$730,000	\$775,000	\$2,127,250
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	25,000	0	0	0	0	25,000
Grants/Partnerships/Other	0	0	277,250	320,000	730,000	775,000	2,102,250
Grand Total	\$0	\$25,000	\$277,250	\$320,000	\$730,000	\$775,000	\$2,127,250

PUBLIC ACCESS, EDUCATION AND OUTREACH**Beatty Parking Area and Trail Connections****Project #: MAA22-004****Fund: 30 – Measure AA Capital****PROJECT DESCRIPTION**

Design and build a new parking lot at Beatty property and a trail connection to Sierra Azul Preserve. To fulfill the requirements of the 2008 conservation easement with Santa Clara County Parks, the trail should be constructed 15 years after the recording of the easement, which was April 8, 2008.

FY2019-20 SCOPE

Continue environmental review and preliminary permitting. Initiate schematic design development.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$26,544	\$15,000	\$125,500	\$112,900	\$279,944
5000-7000–Service & Supplies	0	0	0	0	0	0	0
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	80,000	265,000	236,000	165,000	5,000	751,000
8202–Environmental/Planning Services	0	35,000	73,000	20,000	30,000	30,000	188,000
8203–Inspection/Construction Monitoring	0	0	0	20,000	25,000	68,000	113,000
8204–Permitting Fees	0	0	40,000	103,000	0	0	143,000
8205–Construction	0	0	0	211,250	300,000	2,618,750	3,130,000
Grand Total	\$0	\$115,000	\$404,544	\$605,250	\$645,500	\$2,834,650	\$4,604,944
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	115,000	373,638	586,250	545,500	2,834,650	4,455,038
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	30,906	19,000	100,000	0	149,906
Grand Total	\$0	\$115,000	\$404,544	\$605,250	\$645,500	\$2,834,650	\$4,604,944

Mount Umunhum Summit Restoration, Parking & Landing Zone

Project #: MAA23-004

Fund: 30 – Measure AA Capital



PROJECT DESCRIPTION

Completion of Mount Umunhum Summit public access improvements, interpretive elements and native planting. Construction is complete and only purchase and installation of native plants is in progress.

FY2019-20 SCOPE

Purchase and install native plants in Phase II of Mount Umunhum Summit. Install signage at summit.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$154,599	\$0	\$0	\$0	\$0	\$0	\$154,599
5000-7000–Service & Supplies	23,917	0	0	0	0	0	23,917
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	278,187	0	0	0	0	0	278,187
8202 –Environmental/Planning Services	34,374	0	0	0	0	0	34,374
8203 –Inspection/Construction Monitoring	430,038	0	0	0	0	0	430,038
8204 –Permitting Fees	24,042	0	0	0	0	0	24,042
8205 –Construction	9,373,691	40,000	35,000	30,000	10,000	0	9,488,691
Grand Total	\$10,318,848	\$40,000	\$35,000	\$30,000	\$10,000	\$0	\$10,433,848

Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	9,748,848	40,000	35,000	30,000	10,000	0	9,863,848
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	570,000	0	0	0	0	0	570,000
Grand Total	\$10,318,848	\$40,000	\$35,000	\$30,000	\$10,000	\$0	\$10,433,848

PUBLIC ACCESS, EDUCATION AND OUTREACH**La Honda Creek Parking and Trailhead Access Feasibility Study (former Red Barn)****Project #: VP05-002****Fund: 10 – General Fund Operating****PROJECT DESCRIPTION**

Pending formation of a Public Access Working Group, conduct a preliminary assessment of alternate sites at La Honda Creek Open Space Preserve for a parking area and trailhead to provide public access to the central area of the preserve.

FY2019-20 SCOPE

Scope pending outcome of Parking Feasibility Study. Form a working group (see Public Access Working Group) and conduct a preliminary assessment of alternate sites for a parking area and trailhead.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	25,000	0	0	0	25,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$25,000	\$0	\$0	\$0	\$25,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$25,000	\$0	\$0	\$0	\$25,000
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$25,000	\$0	\$0	\$0	\$25,000

Rancho San Antonio (RSA) Multimodal Access Study

Project #: VP11-001

Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

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

FY2019-20 SCOPE

Complete study, then prioritize solutions and next steps. Implement initial short term measures to address high-priority demand.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	56,000	0	0	0	56,000
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$56,000	\$ TBD	\$ TBD	\$0	\$56,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$56,000	\$0	\$0	\$0	\$56,000
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$56,000	\$ TBD	\$ TBD	\$0	\$56,000

PUBLIC ACCESS, EDUCATION AND OUTREACH**Highway 17 Area Regional Trail Connections****Project #: VP20-001****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Identify, plan, and construct feasible trail connections for the Ridge Trail and other local trail routes from the Highway 17 Regional Trail Crossing location, providing east/west and north/south trail connections to existing trails. This project is separate, but associated with Highway 17 Wildlife Crossing and Ridge Trail Crossing (MAA20-002).

FY2019-20 SCOPE

Pending the outcome of the selected Highway 17 Regional Trail Crossing location, begin development of conceptual trail alignment. Initiate environmental review.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	8,883	0	0	0	0	0	8,883
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	34,000	10,500	25,000	0	0	69,500
8202 –Environmental/Planning Services	0	0	27,000	75,000	10,000	0	112,000
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	65,000	0	65,000
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$8,883	\$34,000	\$37,500	\$100,000	\$75,000	\$0	\$255,383
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	8,883	34,000	37,500	100,000	75,000	0	255,383
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$8,883	\$34,000	\$37,500	\$100,000	\$75,000	\$0	\$255,383

Traffic Study for Mt. Um Road

Project #: VP23-002

Fund: 10 – General Fund Operating

PROJECT DESCRIPTION

Finalize traffic study and implement selected signage, striping, and pavement improvements.

FY2019-20 SCOPE

Implement selected signage, striping, and pavement improvements.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	173,000	0	0	0	173,000
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$173,000	\$0	\$0	\$0	\$173,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$173,000	\$0	\$0	\$0	\$173,000
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$173,000	\$0	\$0	\$0	\$173,000

PUBLIC ACCESS, EDUCATION AND OUTREACH**Purisima Creek Redwoods Bridge 1 Redecking****Project #: VP33-001****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

This project will maintain vehicular and visitor access across Purisima Creek. Staff to replace vehicle bridge decking and install new rails, strip bridge down to railcar structural support, and rebuild entire bridge superstructure, including new decking and railings. A contractor will be required to remove lead paint from railcar structure.

FY2019-20 SCOPE

Complete redecking.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	1,403	0	0	0	0	0	1,403
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	15,419	3,000	11,000	0	0	0	29,419
8204–Permitting Fees	0	0	2,500	0	0	0	2,500
8205–Construction	4,000	20,000	46,000	0	0	0	70,000
Grand Total	\$20,822	\$23,000	\$59,500	\$0	\$0	\$0	\$103,322
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	20,822	23,000	59,500	0	0	0	103,322
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$20,822	\$23,000	\$59,500	\$0	\$0	\$0	\$103,322

Cooley Landing Park Business and Operation Plan

Project #: VP38-001

Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

Continue to support the City of East Palo Alto's efforts to recruit and select an operator to provide environmental stewardship programming at Cooley Landing that is reflective of the community's culture. Midpen will provide funding for the development of a business and operating plan for the preferred operator.

FY2019-20 SCOPE

Partner with City of East Palo Alto to complete development of a business and operating plan for Cooley Landing Park.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	50,000	0	150,000	0	0	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
Grand Total	\$50,000	\$0	\$150,000	\$0	\$0	\$0	\$200,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$150,000	\$0	\$0	\$0	\$150,000
20–Hawthorns 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	50,000	0	0	0	0	0	50,000
Grand Total	\$50,000	\$0	\$150,000	\$0	\$0	\$0	\$200,000

Infrastructure (Vehicles, Equipment, Facilities) and Other



Project#	Project Name	FY2019-20	FY2020-21	FY2021-22	3-Year Total
31202	Administrative Office (AO) Facility	\$623,744	\$3,566,223	\$19,481,942	\$23,671,909
31601	South Area Field Office	1,302,976	3,164,326	0	4,467,302
35004	Sierra Azul Ranger Residence	100,000	895,000	0	995,000
50004	Budget Management Software	90,042	0	0	90,042
51701	Work Order & Asset Management System	75,000	95,000	0	170,000
51703	Real Property Database	55,000	55,000	0	110,000
61002	Russian Ridge–Quam Residence Driveway Improvement	473,300	0	0	473,300
61006	Big Dipper Ranch Spring Work, Skyline Ridge	48,750	0	0	48,750
61009	Russian Ridge–Bergman Residences Reconstruction	327,050	0	0	327,050
61010	Toto Ranch Well Drilling and Construction, Tunitas Creek	200,800	0	0	200,800
61011	Install Solar Panels at Skyline Field Office	150,000	0	0	150,000
61012	Toto Barn Roof Repair	101,750	0	0	101,750
61013	Toto Ranch Perimeter Fence Repair	174,225	0	0	174,225
65406	Radio Replacement for Ranger Staff and Patrol Vehicles	410,000	0	0	410,000
65407	Radio System Assessment and Upgrade	56,000	640,000	523,000	1,219,000
VP06-001	Hawthorns Historic Complex Partnership and Lease	48,000	36,000	0	84,000
VP07-002	Agricultural Workforce Housing–La Honda Creek	400,000	457,000	0	857,000
VP23-001	Mt. Umunhum–Radar Tower 2nd Assessment	223,750	TBD	0	223,750
None	Vehicle and Machinery/Equipment Purchases	727,500	869,000	977,000	2,619,500
Total		\$5,587,887	\$9,777,549	\$20,981,942	\$36,347,378

OPERATING PROJECTS

The table below lists operating projects by name, and includes the project purpose and lead department. While the operating project listed below may incur real expenses, they are only included in the lead department's operating budget.

Project Name	Project Purpose	Lead Department
Basic Policy Update	An update to the Basic Policy to incorporate the Coastal Annexation Area.	Planning
Citation Management System	Scoping a citation management system; includes RFP process.	Information Systems and Technology
Emergency/Disaster Preparedness Response and Recovery Plan	Conduct a review of agency policies, practices and industry best practices to develop a comprehensive District-wide Emergency/Disaster Preparedness, Response and Recovery Plan.	General Manager's Office
Historic Resources Policy Development	Review existing policies, guidelines and practices and prepare or amend policies accordingly	Planning
Legislative Initiatives	Support legislation to further the District's mission.	Public Affairs
Nature Center Web Camera	Install an aerial and underwater pond web camera at the Daniels Nature Center to stream live on Midpen's website, to enhance public education.	Visitor Services
Records Management	To prepare for Midpen's move to a new office building in spring 2022, staff will digitize and clean up paper files.	General Manager's Office
San Mateo County Master Permit	Develop a Master Permit with San Mateo County to streamline project implementation	General Manager's Office
SharePoint–Document Management System	Continue building out Midpen's SharePoint platform on Office 365.	Information Systems and Technology
South Area Outpost Driveway Repaving	Repave driveway from Pheasant to South Area Outpost.	Land and Facilities Services

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER

Administrative Office (AO) Facility

Project #: 31202

Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

Prepare 5050 El Camino as the new administrative office.

FY2019-20 SCOPE

Complete design development, initiate environmental review, start construction documents, and manage tenants.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	68,910	0	0	0	0	0	68,910
8101–Real Estate Services	0	31,550,100	0	0	0	0	31,550,100
8201–Architect/Engineering Services	66,232	600,000	512,133	683,223	17,942	0	1,879,530
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	33,000	64,000	0	97,000
8204–Permitting Fees	0	0	111,611	109,500	0	0	221,111
8205–Construction	0	0	0	2,740,500	18,400,000	0	21,140,500
8301–Furniture	0	0	0	0	1,000,000	0	1,000,000
Grand Total	\$135,142	\$32,150,100	\$623,744	\$3,566,223	\$19,481,942	\$0	\$55,957,151
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	135,142	32,150,100	623,744	3,566,223	19,481,942	0	55,957,151
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$135,142	\$32,150,100	\$623,744	\$3,566,223	\$19,481,942	\$0	\$55,957,151

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER**South Area Field Office****Project #: 31601****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Renovate an existing industrial warehouse building in Campbell as the new, permanent South Area Field Office that will accommodate anticipated field staff growth, expedite Measure AA project delivery, and further enhance service delivery.

FY2019-20 SCOPE

Secure permits, select contractor and initiate construction.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	41,483	0	0	0	0	0	41,483
8201 –Architect/Engineering Services	70,865	246,600	57,787	19,263	0	0	394,515
8202 –Environmental/Planning Services	0	0	0	0	0	0	\$0
8203 –Inspection/Construction Monitoring	0	0	32,250	10,750	0	0	43,000
8204 –Permitting Fees	0	36,000	16,689	5,563	0	0	58,252
8205 –Construction	0	1,000	1,030,000	3,100,000	0	0	4,131,000
8301 –Furniture	0	0	86,250	28,750	0	0	115,000
8303 –Computer Equipment	0	0	80,000	0	0	0	80,000
Grand Total	\$112,348	\$283,600	\$1,302,976	\$3,164,326	\$0	\$0	\$4,863,250
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	112,348	283,600	1,302,976	3,164,326	0	0	4,863,250
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$112,348	\$283,600	\$1,302,976	\$3,164,326	\$0	\$0	\$4,863,250

Sierra Azul Ranger Residence

Project #: 35004

Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

Develop a new permanent residence in or adjacent to Sierra Azul Open Space Preserve for improved site presence and monitoring.

FY2019-20 SCOPE

Begin design, permitting, and construction.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	52,019	87,000	35,000	20,000	0	0	194,019
8202–Environmental/Planning Services	8,682	13,000	0	0	0	0	21,682
8203–Inspection/Construction Monitoring	0	10,000	0	0	0	0	10,000
8204–Permitting Fees	0	0	15,000	40,000	0	0	55,000
8205–Construction	0	0	50,000	835,000	0	0	885,000
Grand Total	\$60,701	\$110,000	\$100,000	\$895,000	\$0	\$0	\$1,165,701
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	60,701	110,000	100,000	895,000	0	0	1,165,701
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$60,701	\$110,000	\$100,000	\$895,000	\$0	\$0	\$1,165,701

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER**Budget Management Software****Project #: 50004****Fund: 10 – General Fund Operating****PROJECT DESCRIPTION**

Evaluate, acquire, and implement budget management software to help Midpen develop and manage the annual Budget and Action Plan efficiently and with greater transparency.

FY2019-20 SCOPE

Select a vendor and implement system.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	90,042	0	0	0	90,042
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	0	0	0	0	0
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$90,042	\$0	\$0	\$0	\$90,042
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$90,042	\$0	\$0	\$0	\$90,042
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$90,042	\$0	\$0	\$0	\$90,042

Work Order & Asset Management System

Project #: 51701

Fund: 10 – General Fund Operating



PROJECT DESCRIPTION

The IST Strategic Plan recommends a Work Order Asset Management System to streamline the maintenance and management of Midpen land and infrastructure assets.

FY2019-20 SCOPE

Refine system for Land and Facilities department. Phase I Natural Resources Implementation: Design, build, and pilot one business workflow that allows Natural Resources to review and approve Land and Facilities services work orders.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	64,975	126,000	75,000	95,000	0	0	360,975
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	0	0	0	0	0	0	0
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	0	0	0	0	0
Grand Total	\$64,975	\$126,000	\$75,000	\$95,000	\$0	\$0	\$360,975
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$64,975	\$126,000	\$75,000	\$95,000	\$0	\$0	\$360,975
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$64,975	\$126,000	\$75,000	\$95,000	\$0	\$0	\$360,975

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER**Real Property Database****Project #: 51703****Fund: 10 – General Fund Operating****PROJECT DESCRIPTION**

The IST strategic plan recommends upgrading legacy data management systems to modern software platforms that increase functionality, reporting accuracy, integration, and user experience. The current real property database, created over 12 years ago, is a legacy system. To follow strategic plan recommendations, a new real property database will be implemented in FY2019-20 and FY2020-21. This will be an enterprise geographic information system (E-GIS) integrated data management system, capable of providing reports on all aspects of Midpen's land transactions.

FY2019-20 SCOPE

Select a vendor and begin implementation.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	0	55,000	55,000	0	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
Grand Total	\$0	\$0	\$55,000	\$55,000	\$0	\$0	\$110,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$55,000	\$55,000	\$0	\$0	\$110,000
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$55,000	\$55,000	\$0	\$0	\$110,000

Russian Ridge – Quam Residence Driveway Improvement

Project #: 61002

Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

This project will repair and rerock the driveway from the edge of the chip seal section through 20000 Skyline Blvd (Bergman) to potentially 20300 Skyline Blvd (Quam) to provide safe access to staff, tenants, and inholding property. Staff will work with in-hold tenant for reimbursement of improvements on their section of driveway. This project is to be completed in two phases: Phase I – Install culverts and driveway improvements. Phase II – Rock complete driveway and improve oil screen.

FY2019-20 SCOPE

Complete driveway improvements. Biomonitoring to be performed. Midpen to determine whether to complete improvements to Quam residence based on add-alternate bids received for this section of the driveway.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	200	0	0	0	0	200
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	13,870	23,000	5,300	0	0	0	42,170
8202–Environmental/Planning Services	0	0	0	0	0	0	0
8203–Inspection/Construction Monitoring	0	23,000	54,000	0	0	0	77,000
8204–Permitting Fees	0	2,300	0	0	0	0	2,300
8205–Construction	0	26,500	414,000	0	0	0	440,500
Grand Total	\$13,870	\$75,000	\$473,300	\$0	\$0	\$0	\$562,170
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	13,870	75,000	473,300	0	0	0	562,170
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$13,870	\$75,000	\$473,300	\$0	\$0	\$0	\$562,170

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER**Big Dipper Ranch Spring Work, Skyline Ridge****Project #: 61006****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

This project will increase the water yield for the ranch water system to provide sufficient water to the residence and the conservation grazing operation.

FY2019-20 SCOPE

Complete repairs to the water system.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	15,000	0	0	0	15,000
8204–Permitting Fees	0	0	5,000	0	0	0	5,000
8205–Construction	0	0	28,750	0	0	0	28,750
Grand Total	\$0	\$0	\$48,750	\$0	\$0	\$0	\$48,750
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns 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	48,750	0	0	0	48,750
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$48,750	\$0	\$0	\$0	\$48,750

Russian Ridge – Bergman Residences Reconstruction

Project #: 61009

Fund: 40 – General Fund Capital

PROJECT DESCRIPTION

This project will perform cleanup of the Bergman housing complex, prepare drawings, and warrant the Main, Old, Guest and Carriage houses with the County of San Mateo. These residences will be improved to provide three rental residences. The stables structure and Grandma House will be demolished.

FY2019-20 SCOPE

Complete Phase III of residence upgrades.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	1,000	0	0	0	0	1,000
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	30,213	13,800	5,750	0	0	0	49,763
8202–Environmental/Planning Services	0	12,775	0	0	0	0	12,775
8203–Inspection/Construction Monitoring	0	20,700	37,250	0	0	0	57,950
8204–Permitting Fees	0	11,500	2,300	0	0	0	13,800
8205–Construction	32,220	283,000	281,750	0	0	0	596,970
Grand Total	\$62,433	\$342,775	\$327,050	\$0	\$0	\$0	\$732,258
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	62,433	342,775	327,050	0	0	0	732,258
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$62,433	\$342,775	\$327,050	\$0	\$0	\$0	\$732,258

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER**Toto Ranch Well Drilling and Construction, Tunitas Creek****Project #: 61010****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

To provide a consistent water source for the Toto residence, this project will locate, drill and plumb a well. The current water source for the house is a seasonal spring that has been unreliable.

FY2019-20 SCOPE

Complete permitting and construction of well and water system.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	0	400	0	0	0	0	400
8101 –Real Estate Services	0	0	0	0	0	0	0
8201 –Architect/Engineering Services	0	0	28,750	0	0	0	28,750
8202 –Environmental/Planning Services	0	5,750	5,750	0	0	0	11,500
8203 –Inspection/Construction Monitoring	0	4,000	20,000	0	0	0	24,000
8204 –Permitting Fees	0	2,300	17,500	0	0	0	19,800
8205 –Construction	0	21,000	128,800	0	0	0	149,800
Grand Total	\$0	\$33,450	\$200,800	\$0	\$0	\$0	\$234,250
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	33,450	200,800	0	0	0	234,250
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$33,450	\$200,800	\$0	\$0	\$0	\$234,250

Install Solar Panels at Skyline Field Office

Project #: 61011

Fund: 40 – General Fund Capital

**PROJECT DESCRIPTION**

Research and install solar panels at the Skyline Field Office to produce clean, green energy that will help meet Midpen's greenhouse gas reduction goals.

FY2019-20 SCOPE

Research and install solar panels at the Skyline Field Office.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	10,000	0	0	0	10,000
8205 –Construction	0	0	140,000	0	0	0	140,000
Grand Total	\$0	\$0	\$150,000	\$0	\$0	\$0	\$150,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns 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	150,000	0	0	0	150,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$150,000	\$0	\$0	\$0	\$150,000

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER**Toto Barn Roof Repair****Project #: 61012****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Repair roof on the Toto Ranch barn.

FY2019-20 SCOPE

Complete repairs to barn roof.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	7,500	0	0	0	7,500
8204 –Permitting Fees	0	0	8,000	0	0	0	8,000
8205 –Construction	0	0	86,250	0	0	0	86,250
Grand Total	\$0	\$0	\$101,750	\$0	\$0	\$0	\$101,750
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns 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	101,750	0	0	0	101,750
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$101,750	\$0	\$0	\$0	\$101,750

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER

Toto Ranch Perimeter Fence Repair

Project #: 61013

Fund: 40-General Fund Capital



PROJECT DESCRIPTION

Repair and replace a perimeter fence at Toto Ranch to support Midpen's conservation grazing program.

FY2019-20 SCOPE

Complete repair, coordinating with a biomonitor for oversight of the project.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	23,000	0	0	0	23,000
8204–Permitting Fees	0	0	0	0	0	0	0
8205–Construction	0	0	151,225	0	0	0	151,225
Grand Total	\$0	\$0	\$174,225	\$0	\$0	\$0	\$174,225
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns 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	174,225	0	0	0	174,225
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$174,225	\$0	\$0	\$0	\$174,225

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER**Radio Replacement for Ranger Staff and Patrol Vehicles****Project #: 65406****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Replace 40 portable and 40 mobile radios with dual-band radios with trunking capabilities to give Midpen patrol staff the ability to communicate with partner agencies during emergency response situations. Repurpose old radios to be used by administrative and maintenance staff as these positions do not require direct communications with emergency responders. To help defer cost of this upgrade, research the availability of grants and consider selling some of the surplus units.

FY2019-20 SCOPE

Replace 40 portable and 40 mobile radios with dual-band radios with trunking capabilities. Repurpose old radios to be used by administrative and maintenance staff. To help defer cost of this upgrade, research the availability of grants and consider selling some of the surplus units.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	410,000	0	0	0	410,000
Grand Total	\$0	\$0	\$410,000	\$0	\$0	\$0	\$410,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns 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	410,000	0	0	0	410,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$410,000	\$0	\$0	\$0	\$410,000

Radio System Assessment and Upgrade

Project #: 65407

Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

Research options to expand Midpen radio coverage to coastal areas, improve radio coverage in selected high use areas, and replace equipment reaching end of life.

FY2019-20 SCOPE

Research options for radio improvements. Begin assessments of radio systems and process of additional FCC licenses and communications sites. Create design and recommendations for upgrade. Begin to develop a request for proposals.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	56,000	266,000	133,000	0	455,000
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
8304 –Communications/Network Infrastructure & Equipment	0	0	0	374,000	390,000	0	764,000
Grand Total	\$0	\$0	\$56,000	\$640,000	\$523,000	\$0	\$1,219,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns 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	56,000	640,000	523,000	0	1,219,000
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$56,000	\$640,000	\$523,000	\$0	\$1,219,000

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER**Hawthorns Historic Complex Partnership and Lease****Project #: VP06-001****Fund: 20 – Hawthorns Fund****PROJECT DESCRIPTION**

Investigate and potentially develop partnership for long-term reuse, care and maintenance of historic complex. Determine the viability of the proposed partnership with the potential partner (Partner). If viable, retain an historic preservation/architectural consultant to evaluate the Partner's proposed plans for rehabilitation and reuse of the historic complex. Coordinate with Peninsula Open Space Trust (POST) on the development proposal review and consistency with the conservation easement.

FY2019-20 SCOPE

Review proposed rehabilitation and reuse proposal with Planning and Natural Resources Committee and Board.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	42,000	0	0	0	42,000
8202 –Environmental/Planning Services	0	0	6,000	36,000	0	0	42,000
8203 –Inspection/Construction Monitoring	0	0	0	0	0	0	0
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$48,000	\$36,000	\$0	\$0	\$84,000
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	48,000	36,000	0	0	84,000
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	0	0	0	0	0	0	0
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$0	\$0	\$48,000	\$36,000	\$0	\$0	\$84,000

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER**Agricultural Workforce Housing – La Honda Creek****Project #: VP07-002****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Establish designated agricultural workforce housing to support Midpen's conservation grazing program.

FY2019-20 SCOPE

Finalize design and secure permits; begin construction. Biomonitoring to be performed.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	25,739	50,000	106,000	0	0	0	181,739
8202 –Environmental/Planning Services	0	0	0	0	0	0	0
8203 –Inspection/Construction Monitoring	0	21,800	51,000	0	0	0	72,800
8204 –Permitting Fees	0	0	0	0	0	0	0
8205 –Construction	0	25,000	243,000	457,000	0	0	725,000
Grand Total	\$25,739	\$96,800	\$400,000	\$457,000	\$0	\$0	\$979,539
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	25,739	96,800	400,000	457,000	0	0	979,539
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$25,739	\$96,800	\$400,000	\$457,000	\$0	\$0	\$979,539

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER**Mt. Umunhum – Radar Tower 2nd Assessment****Project #: VP23-001****Fund: 40 – General Fund Capital****PROJECT DESCRIPTION**

Completion of Mount Umunhum Radar Tower assessment, design, and repairs. All work is anticipated to be complete by 2020.

FY2019-20 SCOPE

Complete assessment, obtain Board approval on scope of work (future costs beyond FY2019-20 to be determined) and begin construction documents.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
4000–Staff Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000-7000–Service & Supplies	4,704	0	0	0	0	0	4,704
8101–Real Estate Services	0	0	0	0	0	0	0
8201–Architect/Engineering Services	330,651	176,500	163,750	0	0	0	670,901
8202–Environmental/Planning Services	0	25,000	0	0	0	0	25,000
8203–Inspection/Construction Monitoring	13,352	0	15,000	0	0	0	28,352
8204–Permitting Fees	0	0	45,000	0	0	0	45,000
8205–Construction	28,100	0	0	0	0	0	28,100
Grand Total	\$376,807	\$201,500	\$223,750	TBD	\$0	\$0	\$802,057
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	376,807	201,500	223,750	0	0	0	802,057
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$376,807	\$201,500	\$223,750	TBD	\$0	\$0	\$802,057

INFRASTRUCTURE (VEHICLES, EQUIPMENT, FACILITIES) AND OTHER

Vehicle and Machinery/Equipment Purchases

Project #: None

Fund: 40 – General Fund Capital



PROJECT DESCRIPTION

Purchase necessary vehicles and equipment for Administrative and Field Office staff.

FY2019-20 SCOPE

Purchase five replacement vehicles, five additional vehicles, a skip loader, and a mowing tractor.

Summary of Estimated Costs	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 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	339,642	319,390	188,000	320,000	330,000	0	1,497,032
8501–Vehicles	687,553	512,604	539,500	549,000	647,000	0	2,935,657
Grand Total	\$1,027,195	\$831,994	\$727,500	\$869,000	\$977,000	\$0	\$4,432,689

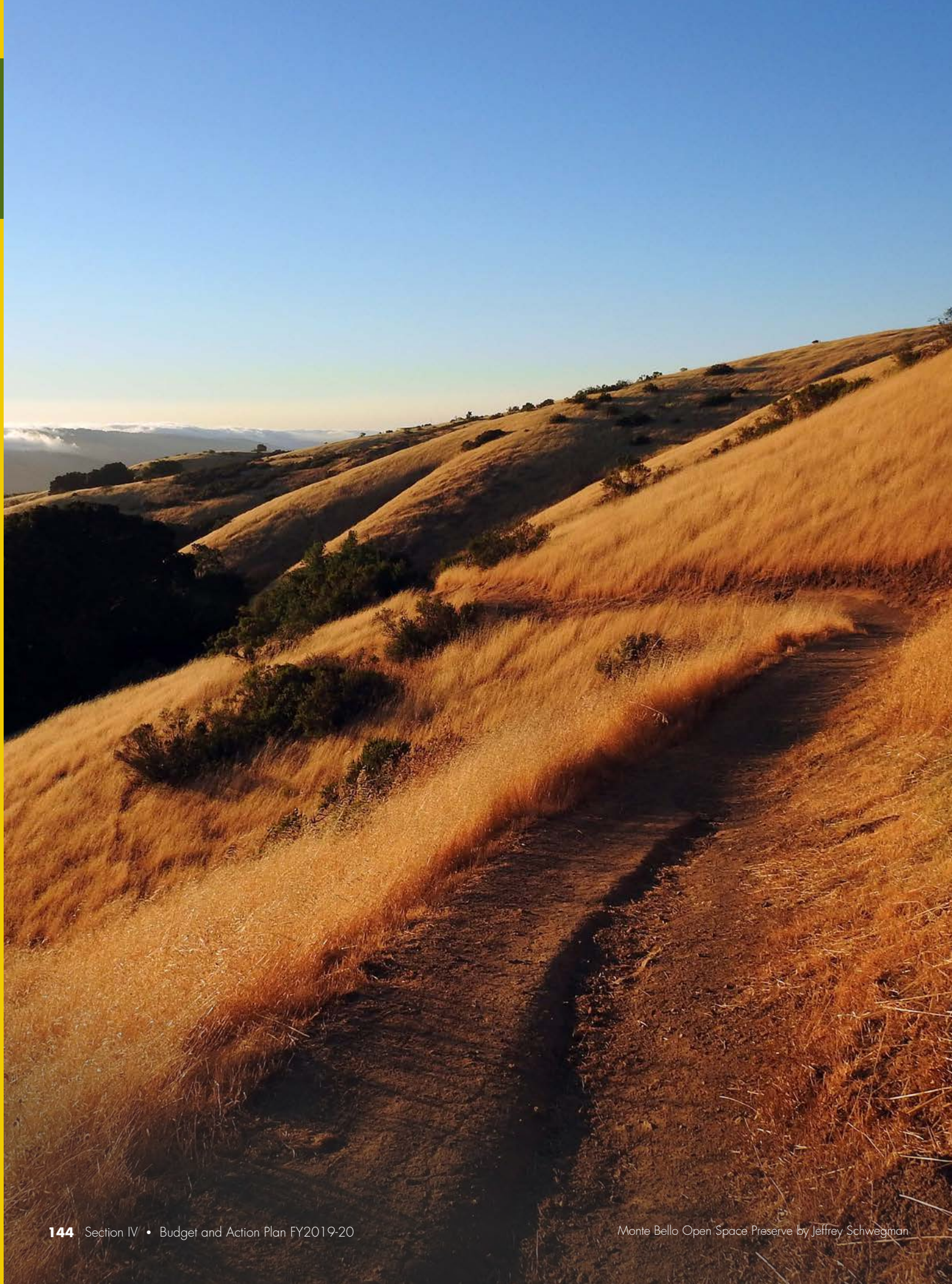
Funding Source	Prior Year Actuals	FY2018-19 Estimated Actuals	FY2019-20 Budget	FY2020-21 Projections	FY2021-22 Projections	Estimated Future Years	Total
10–General Fund Operating	\$0	\$0	\$0	\$0	\$0	\$0	\$0
20–Hawthorns Fund	0	0	0	0	0	0	0
30–Measure AA Capital	0	0	0	0	0	0	0
40–General Fund Capital	1,027,195	831,994	727,500	869,000	977,000	0	4,432,689
Grants/Partnerships/Other	0	0	0	0	0	0	0
Grand Total	\$1,027,195	\$831,994	\$727,500	\$869,000	\$977,000	\$0	\$4,432,689

Section IV

Department Summaries



Midpen Staff by Erin Ashford



Department Overview

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

Administrative Services

Budget and Analysis

Finance

Grants

Human Resources

Information Systems and Technology

Procurement

Project Planning and Delivery

Engineering and Construction

Planning

Real Property

Public Affairs

Visitor and Field Services

Land and Facilities

Natural Resources

Visitor Services

This section identifies each of Midpen's departments, their mission and core function, staffing levels, objectives, performance metrics and proposed FY2019-20 budget.

Administrative Services

MISSION STATEMENT

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

CORE FUNCTIONS

Provide financial management, budgeting and accounting services.

Administer Human Resources Programs and coordinate employee relations activities.

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

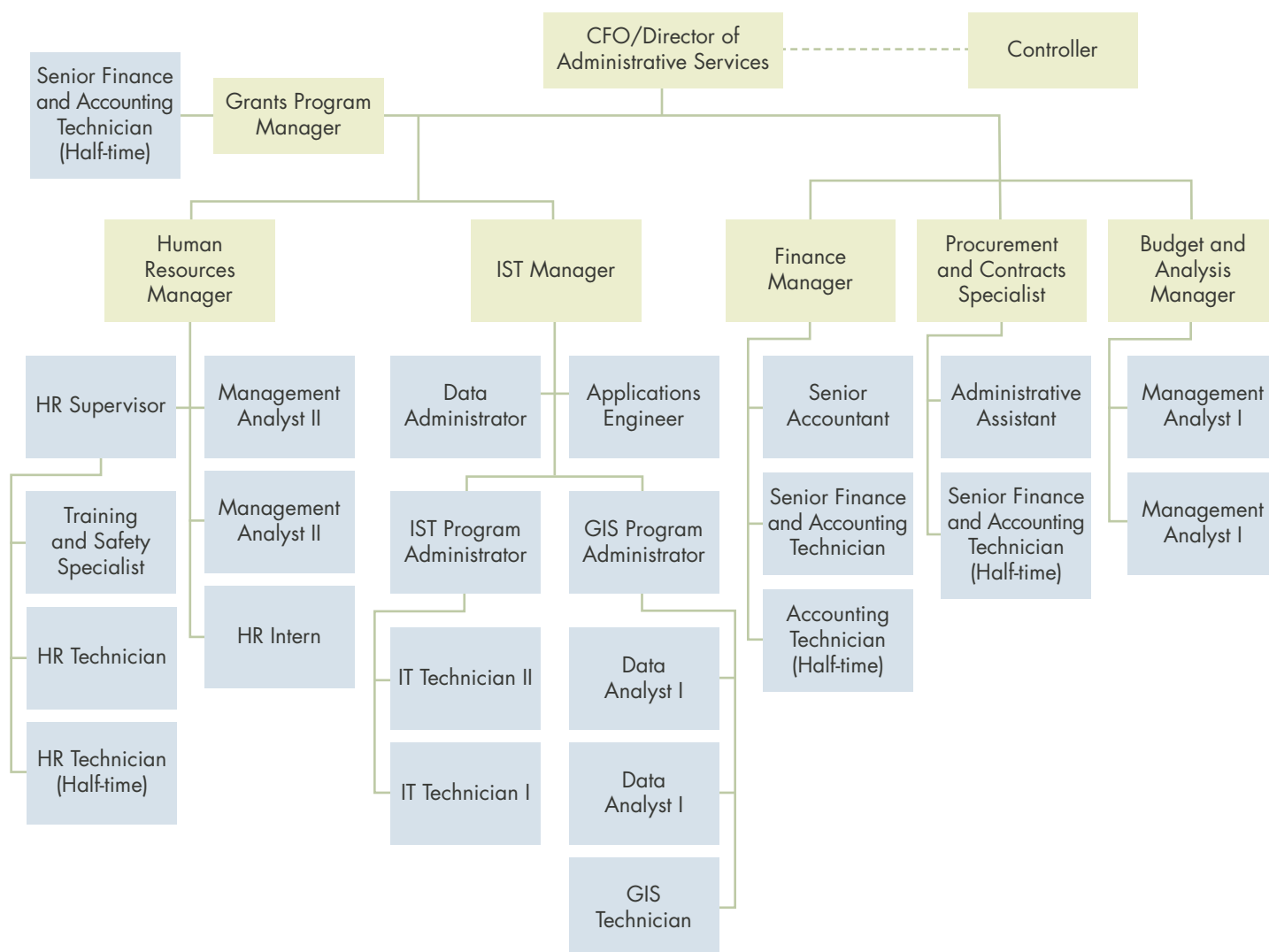
Provide Midpen with an overall IT strategy that fosters organizational innovation and efficiencies.

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

Coordinate grants applications, award and compliance.

Manage Midpen procurement.

Organizational Chart



Staffing Levels

Position	FY2016-17 Adopted FTE	FY2017-18 Adopted FTE	FY2018-19 Amended FTE	FY2019-20 Proposed FTE	Change from FY2018-19 Modified
Accounting Technician	0.5	0.5	0.5	0.5	0
Administrative Assistant	1	1	1	1	0
Applications Engineer	0	0	1	1	0
Budget & Analysis Manager	1	1	1	1	0
Controller	0.25	0.25	0.25	0.25	0
Data Administrator	1	1	1	1	0
Data Analyst	2	2	2	2	0
Finance Manager	1	1	1	1	0
GIS Program Administrator	1	1	1	1	0
GIS Intern	0.5	0.5	0	0	0
GIS Technician	0	0	1	1	0
Grants Program Manager (formerly Grants Specialist)	1	1	1	1	0
Human Resources Intern	0	0	0.5	0.5	0
Human Resources Manager	1	1	1	1	0
Human Resources Supervisor	1	1	1	1	0
Human Resources Technician	1.5	1.5	1.5	1.5	0
IST Manager	1	1	1	1	0
IT Program Administrator	1	1	1	1	0
IT Technician I	0	0	1	1	0
IT Technician II	1	1	1	1	0
Management Analyst I	1	1	2	2	0
Management Analyst II	3	3	2	2	0
Procurement and Contracts Specialist	1	1	1	1	0
Senior Accountant	1	1	1	1	0
Senior Finance and Accounting Technician	2	2	1	2	1
Training and Safety Specialist	1	1	1	1	0
Total FTE	24.75	24.75	26.75	27.75	1

Administrative Services aligns project deliverables to Midpen's Strategic Plan Goals and Objectives primarily through:

Goal 3 – Strengthen organizational capacity to fulfill the mission

Goal 4 – Position the District for long-term financial sustainability to fulfill the District's mission on behalf of the public

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 3 & 4	50004	Budget Management Software	FY2021
Goal 3 & 4	51701	Work Order & Asset Management System Phase II	FY2021
Goal 3 & 4	51703	Real Property Database	FY2021
Goal 3	Operating	Citation Management System	FY2021
Goal 3	Operating	SharePoint – Document Management System Phase I	FY2020

For the full statement of Midpen's Strategic Plan Goals and Objectives, see page 6; project details are included in Section III.

Performance Metrics

Strategic Plan Linkage	Indicator	FY2017-18 Actuals	FY2018-19 Target	FY2019-20 Target
Goal 3	Number of job recruitments completed	34	32	32
Goal 3	Employee turnover rate	11%	<10%	<10%
Goal 3	Number of in-house trainings provided to employees	129	128	129
Goal 3	Percent of FTEs using web and mobile enterprise GIS	N/A	15%	30%
Goal 3	Percent of District critical data backed up off site	N/A	50%	100%
Goal 3	Percent of total District files in Office 365	N/A	10%	25%
Goal 4	Percent spent of final adjusted budget	90%	90%	90%
Goal 4	General Fund Reserve Balance Policy Target Met	Yes	Yes	Yes
Goal 4	Legal Debt Limit Not Exceeded	Yes	Yes	Yes
Goal 4	Budget Book Receives GFOA Award for Distinguished Budget Presentation	Yes	Yes	Yes
Goal 4	CAFR Issued with Unmodified Opinion	Yes	Yes	Yes
Goal 4	Obtain GFOA Award of Excellence in Financial Reporting for the CAFR	Yes	Yes	Yes
Goal 4	Credit Rating from Moody's and Standard and Poor's	AAA	AAA	AAA
Goal 4	Percent of Invoice Payments Electronic	N/A	10%	40%

Budget

Midpen Budget by Expenditure Category	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Budget	\$ Change from FY2018-19 Amended Budget	% Change from FY2018-19 Amended Budget
Administrative Services					
Salaries and Benefits	\$4,111,598	\$4,688,387	\$4,973,351	\$284,964	6%
Services and Supplies	1,383,502	1,390,255	1,750,108	359,853	26%
Total Operating Expenditures	5,495,099	6,078,624	6,723,459	644,817	11%
General Fund Capital	0	310,000	80,000	(230,000)	-74%
Measure AA Capital	0	0	0	0	0%
Total Capital Expenditures	0	310,000	80,000	(230,000)	-74%
Total Administrative Services Expenditures	5,495,099	\$6,388,642	\$6,803,459	\$414,817	7%



Russian Ridge Open Space Preserve by Stephanie Richardson

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.

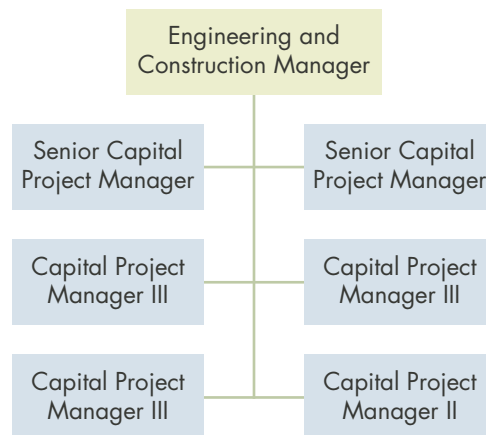
Provide design, project management, construction management and/or construction oversight of large-scale capital projects.

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	FY2016-17 Adopted FTE	FY2017-18 Adopted FTE	FY2018-19 Amended FTE	FY2019-20 Proposed FTE	Change from FY2018-19 Modified
Manager	1	1	1	1	0
Senior Capital Project Manager	0	2	2	2	0
Capital Project Manager II	1	1	1	1	0
Capital Project Manager III	3	3	3	3	0
Total FTE	5	7	7	7	0

Engineering and Construction 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 – Connect people to open space and a regional environmental protection vision

Goal 3 – Strengthen organizational capacity to fulfill the mission

Goal 4 – Position the District for long-term financial sustainability to fulfill the District's mission on behalf of the public



Bear Creek Redwoods Open Space Preserve by Alisha Laborico

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 3 & 4	31202	Administrative Office (AO) Facility	FY2022
Goal 3 & 4	31601	South Area Field Office	FY2020
Goal 2	31901	ADA Barrier Removal	FY2024
Goal 3 & 4	35004	Sierra Azul Ranger Residence	FY2021
Goal 2	MAA02-002	Ravenswood Bay Trail Design and Implementation	FY2023
Goal 2	MAA03-002	Purisima Upland Site Clean Up and Soil Remediation Assessment	FY2021
Goal 4	MAA05-008	La Honda Creek White Barn Structural Rehabilitation	FY2020
Goal 4	MAA05-009	La Honda Creek Redwood Cabin Stabilization and Assessment	FY2022
Goal 1	MAA09-003	Russian Ridge Mindego Pond Improvement	FY2021
Goal 1	MAA11-002	Rancho San Antonio – Deer Hollow Farm – White Barn Rehabilitation	FY2020
Goal 2	MAA17-002	Lyson's Dispositions at Monte Bello	FY2020
Goal 2	MAA21-003	Bear Creek Redwoods Water System	FY2020
Goal 2	MAA21-005	Bear Creek Redwoods Public Access	FY2022
Goal 2	MAA21-006	Bear Creek Redwoods – Alma College Cultural Landscape Rehabilitation Project	FY2021
Goal 1	MAA21-008	Bear Creek Redwoods – Ponds Restoration and Water Rights	FY2021
Goal 1	VP07-002	Agricultural Workforce Housing – La Honda Creek	FY2021
Goal 2 & 4	VP23-001	Mt. Umunhum – Radar Tower 2nd Assessment	FY2020
Goal 3	VP23-002	Traffic Study for Mt. Um Road	FY2020
Goal 1	VP25-001	Sierra Azul Loma Prieta Land Conservation	FY2020

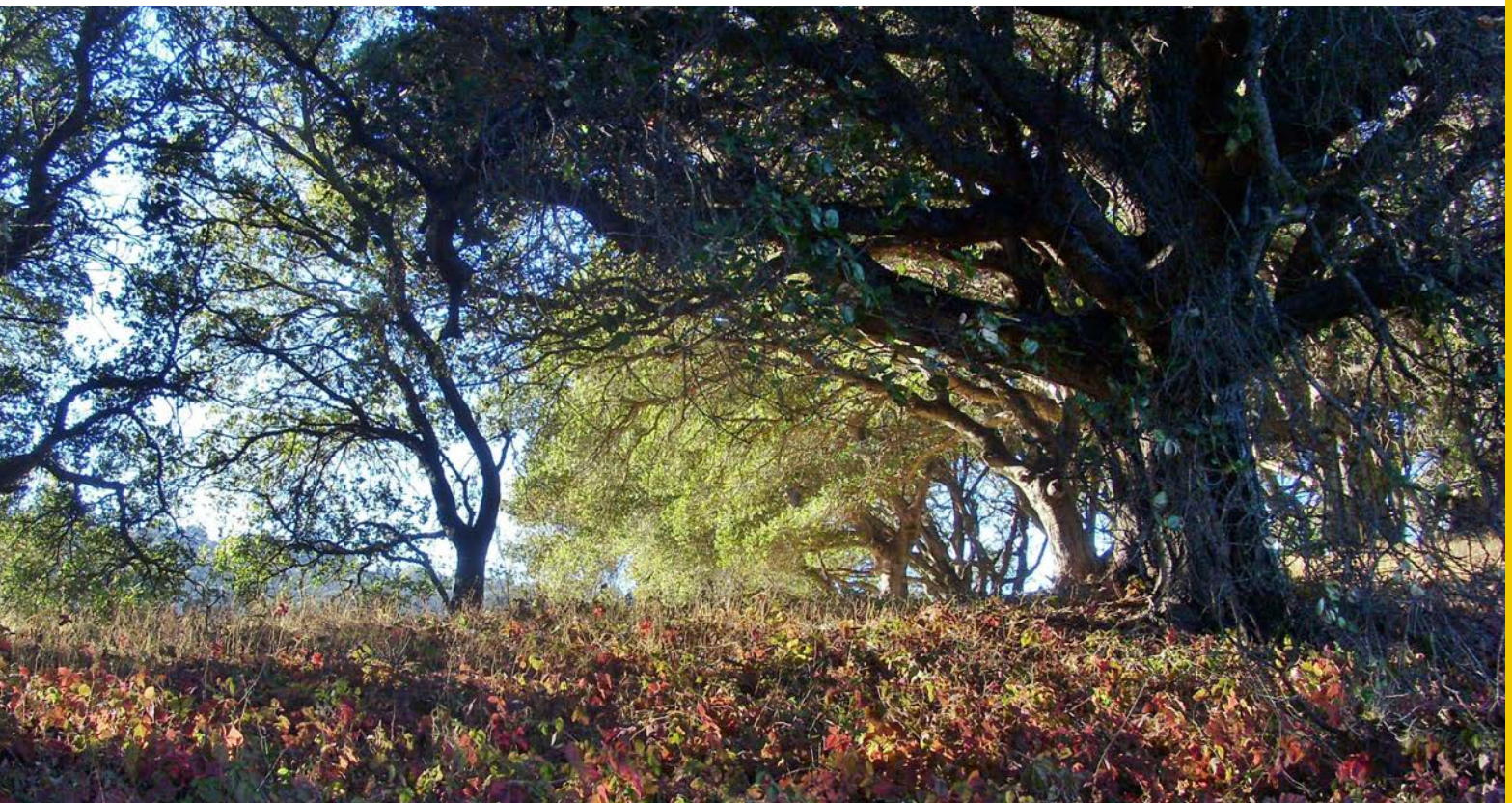
For the full statement of Midpen's Strategic Plan Goals and Objectives, see page 6; project details are included in Section III.

Performance Metrics

Strategic Plan Linkage	Indicator	FY2017-18 Actuals	FY2018-19 Target	FY2019-20 Target
Goal 4	Percent of projects finished within Board approved budget (base bid and contingency)	100%	80%	80%
Goal 4	Percent of projects finished within schedule indicated at the time of award of contract	75%	80%	80%

Budget

Midpen Budget by Expenditure Category	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Budget	\$ Change from FY2018-19 Amended Budget	% Change from FY2018-19 Amended Budget
Engineering and Construction					
Salaries and Benefits	\$744,401	\$1,044,904	\$1,104,405	\$59,501	6%
Less: MAA Reimbursable Staff Costs	(174,767)	(207,668)	(295,426)	(87,758)	42%
Net Salaries and Benefits	569,634	837,236	808,979	(28,257)	-3%
Services and Supplies	456,576	170,551	79,023	(91,528)	-54%
Total Operating Expenditures	1,026,210	1,007,787	888,002	(119,785)	-12%
General Fund Capital	343,829	1,424,900	2,745,470	1,320,570	93%
Measure AA Capital	5,747,713	5,684,982	6,361,226	676,244	12%
Total Capital Expenditures	6,091,542	7,109,882	9,106,696	1,996,814	28%
Total Engineering and Construction Expenditures	\$7,117,752	\$8,117,669	\$9,994,698	\$1,877,029	23%



Picchetti Ranch Open Space Preserve by Christine Clarke

Office of the General Counsel

MISSION STATEMENT

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

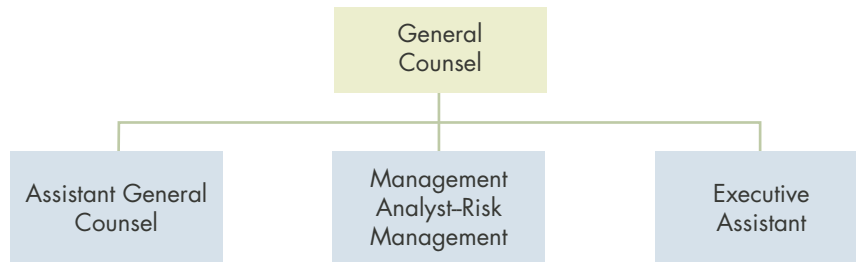
CORE FUNCTIONS

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



Rancho San Antonio Open Space Preserve by Jill Tierney

Staffing Levels

Position	FY2016-17 Adopted FTE	FY2017-18 Adopted FTE	FY2018-19 Amended FTE	FY2019-20 Proposed FTE	Change from FY2018-19 Modified
General Counsel	1	1	1	1	0
Assistant General Counsel	1	1	1	1	0
Management Analyst – Risk Management	0.5	0.5	0.5	0.5	0
Executive Assistant	0	0	1	1	0
Total FTE	2.5	2.5	3.5	3.5	0

General Counsel aligns project deliverables to Midpen's Strategic Plan Goals and Objectives primarily through:

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

Goal 3 – Strengthen organizational capacity to fulfill the mission

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 1	Operating	Assist with land preservation projects on the San Mateo County Coast	FY2023
Goal 3	Operating	Facilitate use of Design Build contract for Mindego Pond restoration and potential future projects	FY2021
Goal 1	Operating	Water resources program—develop legal strategies to improve sustainable watersheds	Ongoing

For the full statement of Midpen's Strategic Plan Goals and Objectives, see page 6; project details are included in Section III.

Budget

Midpen Budget by Expenditure Category	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Budget	\$ Change from FY2018-19 Amended Budget	% Change from FY2018-19 Amended Budget
General Counsel					
Salaries and Benefits	\$428,022	\$439,555	\$657,770	\$218,215	50%
Services and Supplies	170,416	176,685	94,650	(82,035)	-46%
Total Operating Expenditures	598,438	616,240	752,420	136,180	22%
Total General Counsel Expenditures	\$598,438	\$616,240	\$752,420	\$136,180	22%

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.

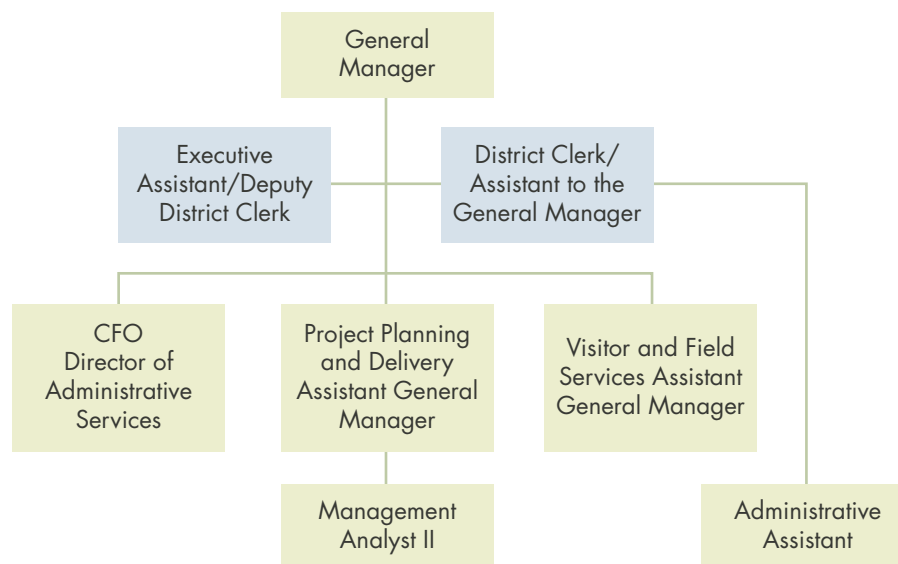
Accomplish the goals and objectives set out in the Board of Directors Strategic Plan.

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	FY2016-17 Adopted FTE	FY2017-18 Adopted FTE	FY2018-19 Amended FTE	FY2019-20 Proposed FTE	Change from FY2018-19 Modified
Administrative Assistant	1	1	1	1	0
Assistant General Manager	2	2	2	2	0
Chief Financial Officer	1	1	1	1	0
District Clerk/Assistant to General Manager	1	1	1	1	0
Executive Assistant/Deputy Clerk	1	1	1	1	0
General Manager	1	1	1	1	0
Management Analyst II	1	1	1	1	0
Total FTE	8	8	8	8	0

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

Goal 3 – Strengthen organizational capacity to fulfill the mission

Goal 4 – Position the District for long-term financial sustainability to fulfill the District's mission on behalf of the public

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 1 & 4	VP06-001	Hawthorns Historic Complex Partnership and Lease	FY2021
Goal 2	VP38-001	Cooley Landing Park Business and Operation Plan	FY2020
Goal 2	Operating	Cooley Landing Site Use Agreements	FY2020
Goal 1 & 3	Operating	Emergency/Disaster Preparedness Response and Recovery Plan	FY2021
Goal 2	Operating	Preserve Use Survey Implementation	FY2020
Goal 3	Operating	Records Management	FY2022
Goal 1	Operating	San Mateo County Master Permit	FY2021
Goal 2	Operating	Support Diversity Initiatives and Outreach	Ongoing

For the full statement of Midpen's Strategic Plan Goals and Objectives, see page 6; project details are included in Section III.

Performance Metrics

Strategic Plan Linkage	Indicator	FY2017-18 Actuals	FY2018-19 Target	FY2019-20 Target
Goal 1	Measure the timeliness of biweekly reports to allow for up to date communications with the Board and staff	96%	95%	95%
Goal 1	Number of public meetings held per year	40	65	60
Goal 1	Number of meetings held with partner agencies/stakeholders by members of GMO staff and Board members	65	50	65
Goal 3	Number of resolutions adopted	46	50	50

Budget

Midpen Budget by Expenditure Category	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Budget	\$ Change from FY2018-19 Amended Budget	% Change from FY2018-19 Amended Budget
General Manager					
Salaries and Benefits	\$1,251,527	\$1,578,121	\$1,647,485	\$69,364	4%
Services and Supplies	201,941	1,021,620	450,325	(571,295)	- 56%
Total Operating Expenditures	1,453,468	2,599,741	2,097,810	(501,931)	-19%
Total General Manager Expenditures	\$1,453,468	\$2,599,741	\$2,097,810	\$(501,931)	-19%

Land and Facilities Services Department

MISSION STATEMENT

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

CORE FUNCTIONS

Maintain and construct an enjoyable and sustainable trail system.

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

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

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

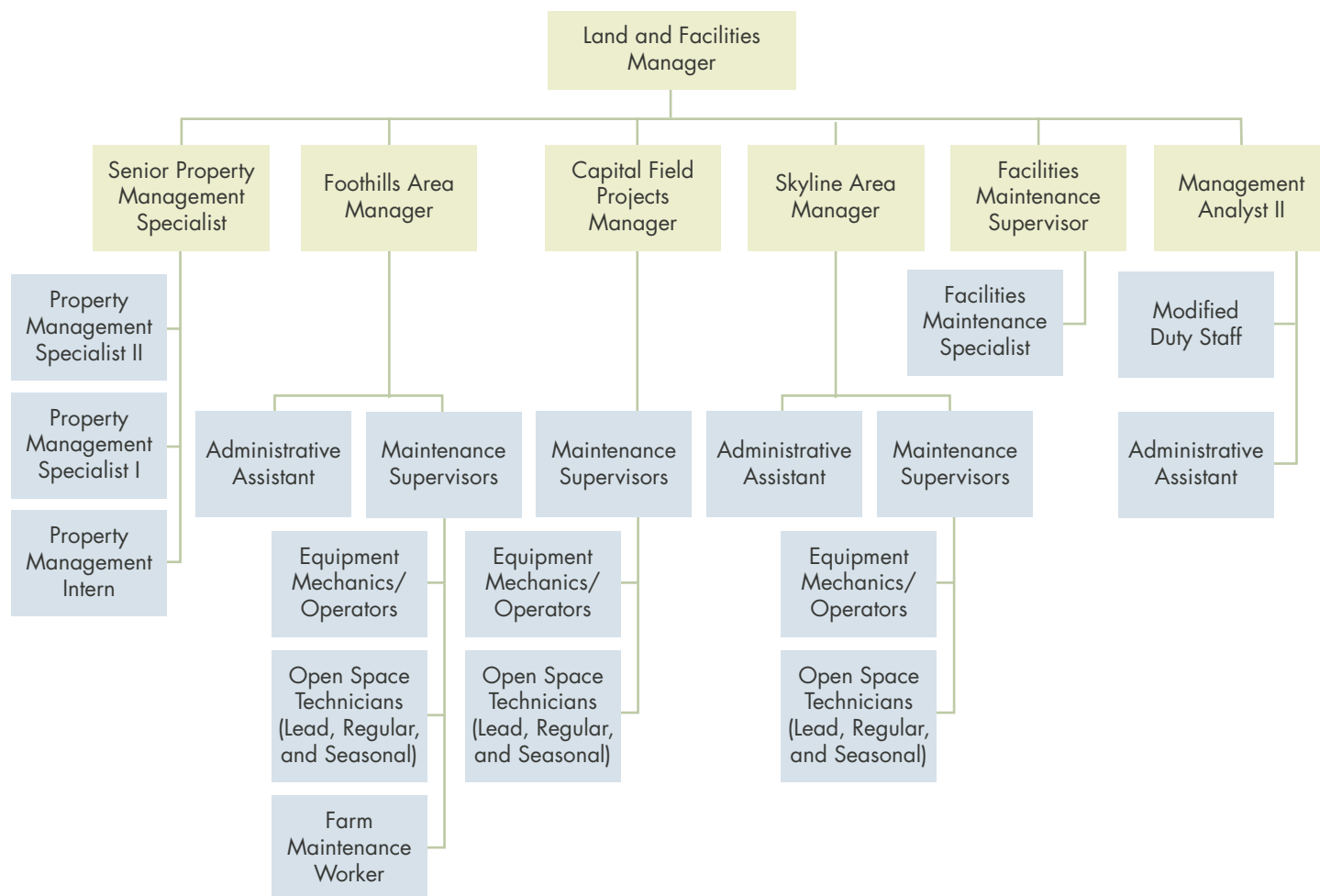
Maintain Midpen facilities to ensure safety, comfort and the public's enjoyment.

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

Provide and maintain field and administrative facilities for staff use.

Manage revenue-producing properties.

Organizational Chart



Staffing Levels

Position	FY2016-17 Adopted FTE	FY2017-18 Adopted FTE	FY2018-19 Amended FTE	FY2019-20 Proposed FTE	Change from FY2018-19 Modified
Administrative Assistant	3	3	3	3	0
Area Manager	2	2	2	2	0
Capital Projects Field Manager	1	1	1	1	0
Equipment Mechanic/Operator	6	6	7	7	0
Facilities Maintenance Specialist	0	1	1	1	0
Facilities Maintenance Supervisor	1	1	1	1	0
Farm Maintenance Worker	1	1	1	1	0
Land and Facilities Manager	1	1	1	1	0
Lead Open Space Technician	5	6	6	7	1
Maintenance Supervisor	5	6	6	6	0
Management Analyst II	1	1	1	1	0
Open Space Technician	14	15	15	15	0
Property Management Specialist I	1	1	1	1	0
Property Management Specialist II	1	1	1	1	0
Seasonal Open Space Technician	8.3	8.3	8.3	8.3	0
Senior Property Management Specialist	1	1	1	1	0
Total FTE	51.3	55.3	56.3	57.3	1

Land and Facilities 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 – Connect people to open space and a regional environmental protection vision
- Goal 3 – Strengthen organizational capacity to fulfill the mission
- Goal 4 – Position the District for long-term financial sustainability to fulfill the District's mission on behalf of the public

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 2	31901	ADA Barrier Removal	FY2024
Goal 4	61002	Russian Ridge – Quam Residence Driveway Improvement	FY2021
Goal 1	61006	Big Dipper Ranch Spring Work, Skyline Ridge	FY2020
Goal 1	61008	Los Trancos – Page Mill Eucalyptus Removal	FY2021
Goal 4	61009	Russian Ridge – Bergman Residences Reconstruction	FY2021
Goal 1	61010	Toto Ranch Well Drilling and Construction, Tunitas Creek	FY2020
Goal 1	61011	Install Solar Panels at Skyline Field Office	FY2020
Goal 1 & 4	61012	Toto Barn Roof Repair	FY2020
Goal 1 & 4	61013	Toto Ranch Perimeter Fence Repair	FY2020
Goal 1	MAA03-003	Purisima Creek Fence Construction, Purisima Creek Redwoods	FY2020
Goal 2	MAA04-004	El Corte de Madera Oljon Trail Implementation	FY2020
Goal 1	MAA05-002	Upper La Honda Creek Grazing Infrastructure	FY2020
Goal 2	MAA07-011	Lower La Honda Creek Phase II Loop Trails	FY2021
Goal 2 & 4	MAA10-001	Alpine Road Regional Trail, Coal Creek	FY2022
Goal 2 & 4	MAA21-011	Phase II Trail Improvements, Bear Creek Redwoods OSP	FY2022
Goal 2 & 4	VP33-001	Purisima Creek Redwoods Bridge 1 Redecking	FY2020
Goal 4	Operating	Paint La Honda Creek Red Barn	FY2020
Goal 4	Operating	South Area Outpost/Residence Driveway Repaving	FY2020
Goal 1	Operating	Wildfire Fuel Reduction Projects & SJCC Fuel Reduction Contract Work	Ongoing
Goal 3	N/A	Vehicle and Machinery/Equipment Purchases	Ongoing

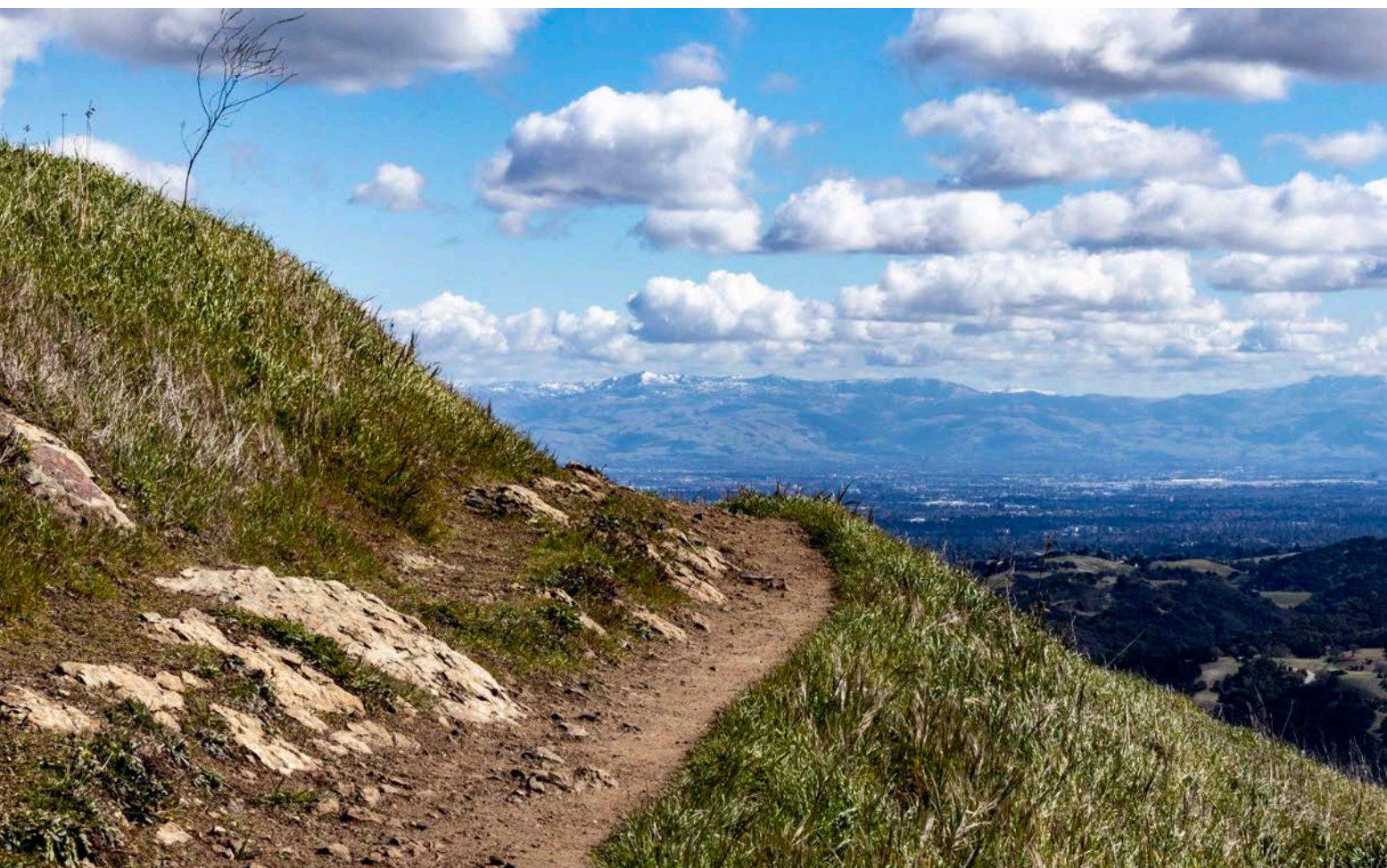
For the full statement of Midpen's Strategic Plan Goals and Objectives, see page 6; project details are included in Section III.

Performance Metrics

Strategic Plan Linkage	Indicator	FY2017-18 Actuals	FY2018-19 Target	FY2019-20 Target
Goal 2	Number of miles of single-track trail brushed	N/A	73	78
Goal 2	Number of miles of trails built	N/A	4	2

Budget

Midpen Budget by Expenditure Category	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Budget	\$ Change from FY2018-19 Amended Budget	% Change from FY2018-19 Amended Budget
Land and Facilities					
Salaries and Benefits	\$5,342,410	\$6,210,371	\$6,649,054	\$438,683	7%
Less: MAA Reimbursable Staff Costs	(540,717)	(633,913)	(146,119)	487,794	- 77%
Net Salaries and Benefits	4,801,693	5,576,458	6,502,935	926,477	17%
Services and Supplies	2,966,878	3,741,625	3,803,987	62,362	2%
Total Operating Expenditures	7,768,570	9,318,083	10,306,922	988,839	11%
Services and Supplies	24,277	53,500	92,200	38,700	72%
Total Hawthorns Expenditures	24,277	53,500	92,200	38,700	72%
General Fund Capital	1,372,779	1,844,651	2,372,125	527,474	29%
Measure AA Capital	719,228	1,664,849	935,169	(729,680)	- 44%
Total Capital Expenditures	2,092,007	3,509,500	3,307,294	(202,206)	- 6%
Total Land and Facilities Expenditures	\$9,884,854	\$12,881,083	\$13,706,416	\$825,333	6%



Windy Hill Open Space Preserve by Kate Pittman

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

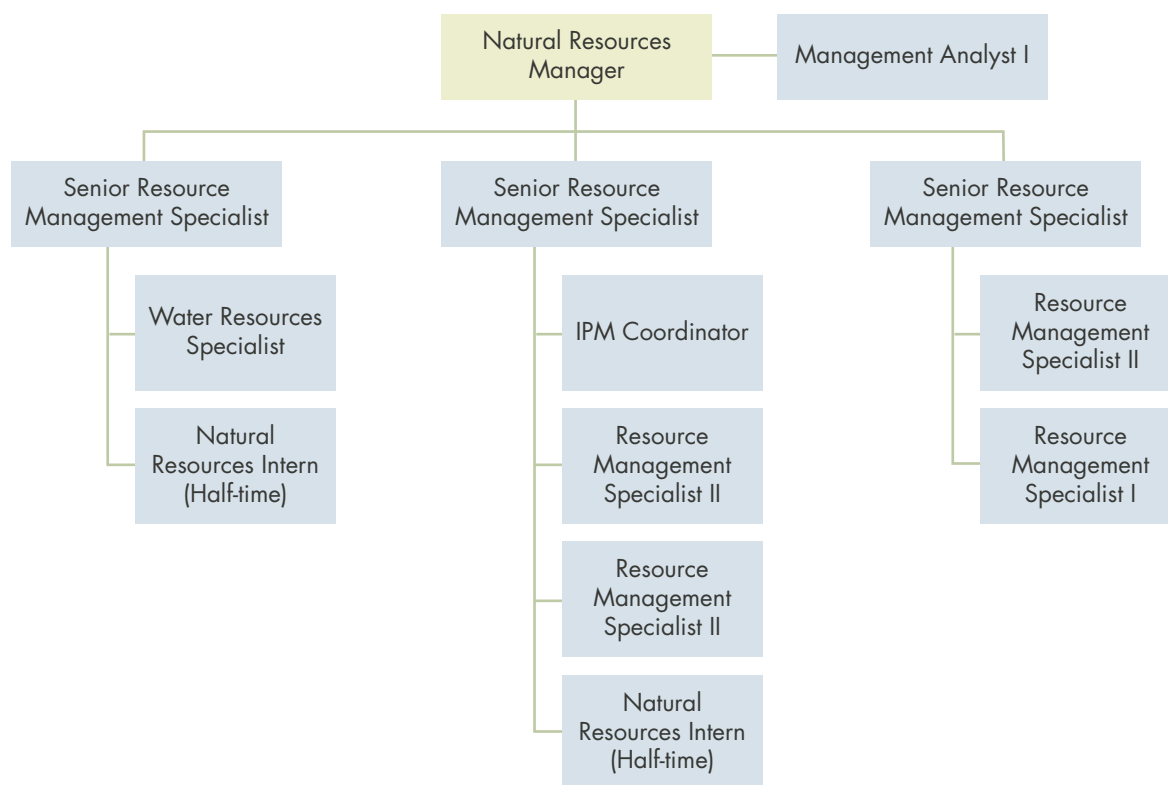
Plan, implement and design projects to protect and restore the natural resources.

Comply with the California Environmental Quality Act (CEQA) 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	FY2016-17 Adopted FTE	FY2017-18 Adopted FTE	FY2018-19 Amended FTE	FY2019-20 Proposed FTE	Change from FY2018-19 Modified
Manager	1	1	1	1	0
Senior Resource Management Specialist	2	2	3	3	0
Resource Management Specialist III	1	1	0	0	0
Resource Management Specialist II	1	3	3	3	0
Resource Management Specialist I	2	1	1	1	0
Water Resources Specialist	1	1	1	1	0
Management Analyst I (formerly Climate Resiliency Fellow)	0	1	1	1	0
Integrated Pest Management Coordinator	1	1	1	1	0
Natural Resources Intern*	1	1	1	1	0
Senior Finance and Budget Technician	1	0	0	0	0
Total FTE	11	12	12	12	0

*Two Natural Resources Interns, each at half-time.



Long Ridge Open Space Preserve by Eric Colton

Natural Resources 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 – Connect people to open space and a regional environmental protection vision

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 1	80054	Badger/Burrowing Owl Habitat Assessment	FY2021
Goal 1	80056	Cherry Springs Lake Infrastructure Operations Plan	FY2020
Goal 1	80057	Climate Action Plan Implementation	FY2025
Goal 1	80060	Marbled Murrelet Recovery Planning	FY2021
Goal 1	80063	San Mateo County Vegetation Map	FY2020
Goal 1	80065	IPM Implementation of Santa Clara Valley Water District Grant	FY2022
Goal 1	80003-10	Wildland Fire Program Development	FY2022
Goal 1	80034-44	Programmatic Permitting	FY2020
Goal 1	MAA20-001	Wildlife Corridor: Highway 17 Crossing	FY2024
Goal 1	MAA21-007	Bear Creek Redwoods Preserve Plan: Invasive Weed Treatment and Restoration	FY2020
Goal 1	MAA21-010	Bear Creek Redwoods Landfill Characterization and Remediation	FY2021
Goal 1	MAA21-012	Bear Creek Redwoods Tree Restoration	FY2024
Goal 1	MAA22-001	Hendrys Creek Property Land Restoration	FY2020
Goal 1	MAA23-004	Mount Umunhum Summit Restoration, Parking, and Landing Zone	FY2020
Goal 1	VP04-002	El Corte de Madera Creek Watershed Protection Plan Sediment Science	FY2021
Goal 1	VP15-002	Restoration Forestry Demonstration Project	FY2021
Goal 1	VP15-004	Lower San Gregorio Floodplain Restoration	FY2020
Goal 1	VP32-003	Toto Ponds Management Planning	FY2025
Goal 2	Operating	Archaeological Resource Survey, Assessment, Curation	FY2022
Goal 3	Operating	Climate Resiliency Planning	FY2020
Goal 1	Operating	Formation of Science Advisory Panel	FY2020
Goal 1	Operating	Agricultural Policy Review and Development	FY2020
Goal 1	Operating	Russian Ridge Rangeland Management Plan	FY2020
Goal 1	Operating	Stevens Creek Shoreline Nature Study Area Feasibility Study	FY2021
Goal 1	Operating	Wildlife and Livestock Protection Policy	FY2020
Goal 3	Operating	Wildlife updates to Maintenance and Ranger Operations Manuals	FY2020

For the full statement of Midpen's Strategic Plan Goals and Objectives, see page 6; project details are included in Section III.

Performance Metrics

Strategic Plan Linkage	Indicator	FY2017-18 Actuals	FY2018-19 Target	FY2019-20 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	64%	70%	70%
Goal 1	Acres managed: Enhance environmental quality by treating Midpen lands for invasive weeds, restoring degraded sites and managing wildland fire fuels	57% of Acreage specified in annual IPM Plan	80% of Acreage specified in annual IPM Plan	70% of Acreage specified in annual IPM Plan

Budget

Midpen Budget by Expenditure Category	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Budget	\$ Change from FY2018-19 Amended Budget	% Change from FY2018-19 Amended Budget
Natural Resources					
Salaries and Benefits	\$1,400,565	\$1,563,174	\$1,674,307	\$111,133	7%
Less: MAA Reimbursable Staff Costs	0	(24,804)	(30,150)	(5,346)	22%
Net Salaries and Benefits	1,400,565	1,538,370	1,644,157	105,787	7%
Services and Supplies	969,414	2,099,701	3,235,389	1,135,688	54%
Total Operating Expenditures	2,369,979	3,638,071	4,879,546	1,241,475	34%
General Fund Capital	0	51,133	160,000	108,867	213%
Measure AA Capital	497,401	912,083	947,150	35,067	4%
Total Capital Expenditures	497,401	963,216	1,107,150	143,934	15%
Total Natural Resources Expenditures	\$2,867,380	\$4,601,287	\$5,986,696	\$1,385,409	30%



Russian Ridge Open Space Preserve by Vedyia Konda

Planning Department

MISSION STATEMENT

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

CORE FUNCTIONS

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

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

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

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

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

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

Engage the public and partner agencies in Midpen's planning activities.

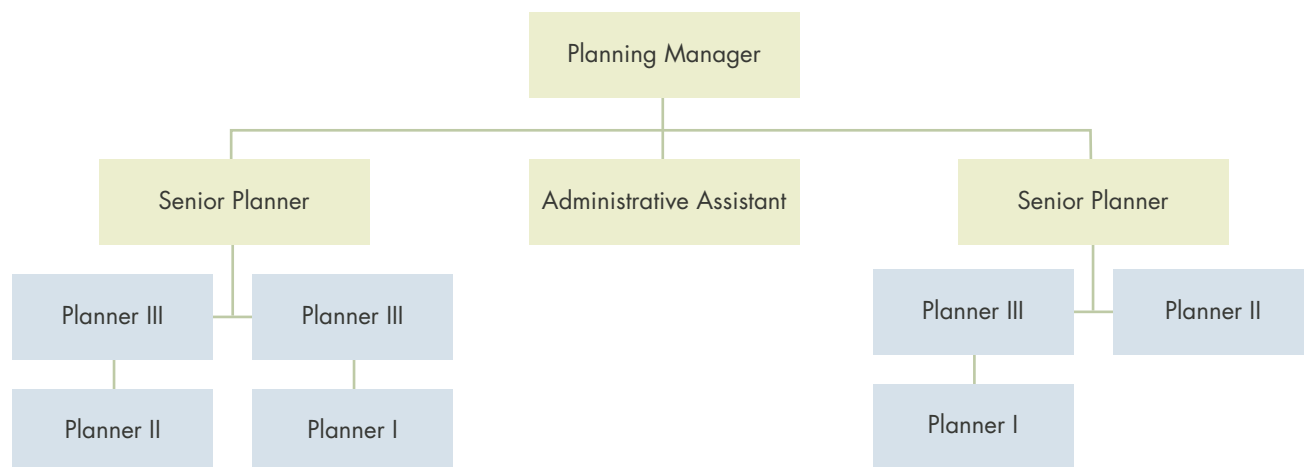
Plan and design signage for preserves and trails.

Review external planning activities and projects that may affect Midpen's interests.

Comply with and document long-term mitigation and monitoring requirements for public access projects.

Provide accessibility review of new public access improvement plans.

Organizational Chart



Staffing Levels

Position	FY2016-17 Adopted FTE	FY2017-18 Adopted FTE	FY2018-19 Amended FTE	FY2019-20 Proposed FTE	Change from FY2018-19 Modified
Manager	1	1	1	1	0
Senior Planner	2	2	2	2	0
Planner III	2	3	3	3	0
Planner II	3	3	3	2	-1
Planner I	1	1	1	2	1
Administrative Assistant*	1	1	1	1	0
Total FTE	10	11	11	11	0

*Administrative Assistant is shared with Engineering and Construction, but budgeted within the Planning Department.

Planning aligns project deliverables to Midpen's Strategic Plan Goals and Objectives primarily through:

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

Goal 2 – Connect people to open space and a regional environmental protection vision

Goal 3 – Strengthen organizational capacity to fulfill the mission

Goal 4 – Position the District for long-term financial sustainability to fulfill the District's mission on behalf of the public.

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 2	31901	ADA Barrier Removal	FY2024
Goal 1 & 2	MAA06-002	Hawthorns Public Access Site Plan and CEQA	FY2022
Goal 1 & 2	MAA18-002	Saratoga-to-Sea Regional Trail Connection	FY2021
Goal 1 & 2	MAA20-002	Bay Area Ridge Trail: Highway 17 Crossing	FY2023
Goal 2	MAA21-004	Bear Creek Stables Site Plan Implementation	FY2020
Goal 2 & 4	MAA21-011	Phase II Trail Improvements, Bear Creek Redwoods OSP	FY2022
Goal 2	MAA22-004	Beatty Parking Area and Trail Connections	FY2023
Goal 2	VP05-002	La Honda Creek Parking and Trailhead Access Feasibility Study (former Red Barn)	FY2021
Goal 1 & 4	VP06-001	Hawthorns Historic Complex Partnership and Lease	FY2020
Goal 1 & 2	VP11-001	Rancho San Antonio (RSA) Multimodal Access Study	FY2020
Goal 1 & 2	VP20-001	Highway 17 Area Regional Trail Connections	FY2024
Goal 1 & 2	Operating	Basic Policy Update	FY2021
Goal 1	Operating	Historic Resources Policy Development	FY2021
Goal 2	Operating	Regional Trails Planning and Coordination	FY2020
Goal 2	Operating	Stevens Creek Trail Signage	FY2020

For the full statement of Midpen's Strategic Plan Goals and Objectives, see page 6; project details are included in Section III.

Performance Metrics

Strategic Plan Linkage	Indicator	FY2017-18 Actuals	FY2018-19 Target	FY2019-20 Target
Goal 1	Number of projects leveraged with partnerships	TBD	90% of annual target (Target 8 projects)	90% of annual target (Target 3 projects)
Goal 2	Complete self-evaluation and transition plan update to prioritize barrier removals for improved access to and use of open space preserves for persons with disabilities and visitors of diverse age groups.	TBD	Complete ADA Transition Plan Update by the end of FY18-19	N/A
Goal 3	% of planning milestones completed for a project	TBD	90% of annual target (Target 6 project milestones)	90% of annual target (Target 6 project milestones)

Budget

Midpen Budget by Expenditure Category	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Budget	\$ Change from FY2018-19 Amended Budget	% Change from FY2018-19 Amended Budget
Planning					
Salaries and Benefits	\$1,205,190	\$1,485,617	\$1,553,224	67,607	5%
Less: MAA Reimbursable Staff Costs	(15,217)	0	0	0	0%
Net Salaries and Benefits	1,189,973	1,485,617	1,553,224	67,607	5%
Services and Supplies	134,240	238,729	225,944	(12,785)	- 5%
Total Operating Expenditures	1,324,213	1,724,346	1,779,168	54,822	3%
Hawthorns Capital	16,135	0	48,000	48,000	
Total Hawthorns Expenditures	16,135	0	48,000	48,000	
General Fund Capital	76,286	336,500	87,500	(249,000)	- 74%
Measure AA Capital	1,245,018	2,155,168	1,190,600	(964,568)	- 45%
Total Capital Expenditures	1,321,304	2,491,668	1,278,100	(1,213,568)	- 49%
Total Planning Expenditures	\$2,661,652	\$4,216,014	\$3,105,268	(\$1,110,746)	- 26%



Russian Ridge Open Space Preserve by Julia Davies

Public Affairs Department

MISSION STATEMENT

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

CORE FUNCTIONS

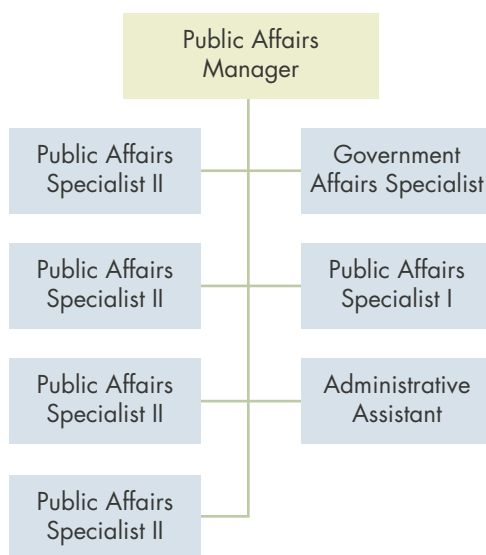
Maximize public awareness and understanding of Midpen and its activities.

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	FY2016-17 Adopted FTE	FY2017-18 Adopted FTE	FY2018-19 Amended FTE	FY2019-20 Proposed FTE	Change from FY2018-19 Modified
Administrative Assistant	1	1	1	1	0
Communications Supervisor	1	0	0	0	0
Community Outreach Specialist	1	0	0	0	0
Governmental Affairs Specialist	1	1	1	1	0
Public Affairs Assistant	1	0	0	0	0
Public Affairs Intern	0	1	1	0	-1
Public Affairs Manager	1	1	1	1	0
Public Affairs Specialist I	0	1	1	1	0
Public Affairs Specialist II	2	3	3	4	1
Total FTE	8	8	8	8	0

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

Goal 3 – Strengthen organizational capacity to fulfill the mission

Goal 4 – Position the District for long-term financial sustainability to fulfill the District's mission on behalf of the public

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 2 & 3	40011	Redesign Website	FY2021
Goal 1, 2, 3 & 4	Operating	Implement Strategic Communications Plan	FY2020
Goal 1	Operating	Roll out Branding and Style Guide	FY2020
Goal 2	Operating	Benchmark Community Awareness & Sentiment Research	FY2020
Goal 1	Operating	Pursue Potential Legislative Initiatives	FY2020
Goal 1, 2 & 4	Operating	Celebrate 5 years of Measure AA Accomplishments	FY2020
Goal 1, 2 & 3	Operating	Expand Youth Outreach & Explore Senior Outreach	FY2020

For the full statement of Midpen's Strategic Plan Goals and Objectives, see page 6; project details are included in Section III.

Performance Metrics

Strategic Plan Linkage	Indicator	FY2017-18 Actuals	FY2018-19 Target	FY2019-20 Target
Goal 2	Number of individuals reached through Youth Engagement Program	N/A	1,000	6,000
Goal 2	Number of earned news stories about Midpen	N/A	100	50
Goal 2	Number of incoming information requests/complaints answered within two business days leveraging new Customer Response Management system	N/A	90%	90%
Goal 2	Number of website visits	589,280	525,000	500,000

Budget

Midpen Budget by Expenditure Category	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Budget	\$ Change from FY2018-19 Amended Budget	% Change from FY2018-19 Amended Budget
Public Affairs					
Salaries and Benefits	\$869,987	\$991,697	\$1,116,318	\$124,621	13%
Services and Supplies	691,646	818,313	902,209	83,896	10%
Total Operating Expenditures	1,561,633	1,810,010	2,018,527	208,517	12%
Total Public Affairs Expenditures	\$1,561,633	\$1,810,010	\$2,018,527	\$208,517	12%

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

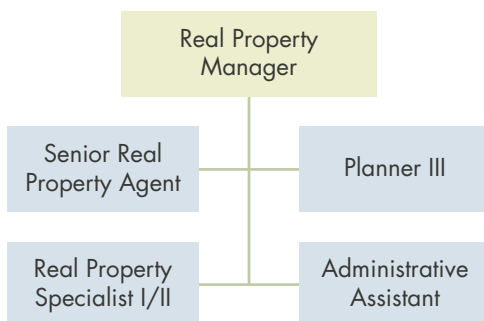
Provide comprehensive land conservation planning and analysis to guide the land purchase program in coordination with other departments.

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



Purissima Creek Redwoods Open Space Preserve by Leticia Gonzalez

Staffing Levels

Position	FY2016-17 Adopted FTE	FY2017-18 Adopted FTE	FY2018-19 Amended FTE	FY2019-20 Proposed FTE	Change from FY2018-19 Modified
Manager	1	1	1	1	0
Senior Real Property Agent	1	1	1	1	0
Real Property Specialist I/II	1	1	1	1	0
Planner III	1	1	1	1	0
Administrative Assistant*	1	1	1	1	0
Total FTE	5	5	5	5	0

*Administrative Assistant is shared with Natural Resources, but budgeted within the Real Property Department.

Real Property aligns project deliverables to Midpen's Strategic Plan Goals and Objectives primarily through:

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

Goal 2 – Connect people to open space and a regional environmental protection vision

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 2	20125	Cal Water Land Exchange, Teague Hill Preserve	FY2021
Goal 2	MAA03-001	Lot Line Adjustment and Property Transfer – Purisima Upland	FY2020
Goal 2	MAA03-002	Purisima Upland Site Clean Up and Soil Remediation Assessment	FY2021
Goal 1	VP01-001	Miramontes Ridge Land Conservation	FY2021
Goal 2	VP03-002	South Cowell Upland Land Conservation	FY2021
Goal 2	VP08-001	Upper San Gregorio Land Conservation	FY2020
Goal 1	VP13-001	Cloverdale Ranch Land Opportunity	FY2022
Goal 1	VP15-001	Redwood Forest Land Opportunity	FY2020
Goal 1	VP15-003	Watershed Protection Opportunity – Numerous Open Space Preserves	FY2020
Goal 2	VP19-001	El Sereno Trails, Wildlife Corridors and Land Conservation	FY2020
Goal 2	VP19-002	El Sereno Land Conservation	FY2020
Goal 2	VP20-002	Highway 17 Land Conservation	FY2020
Goal 1	VP24-001	Sierra Azul Rancho de Guadalupe Land Conservation	FY2021
Goal 2	VP24-002	SCVWD Exchange Agreement at Rancho de Guadalupe Area of SAOSP	FY2020
Goal 1	VP25-001	Sierra Azul Loma Prieta Land Conservation	FY2020
Goal 1 & 2	VP32-001	Irish Ridge Connection	FY2020
Goal 1	VP32-002	Gordon Ridge Property Land Conservation	FY2021
Goal 1	VP39-001	Lower San Gregorio Creek Watershed Land Conservation	FY2021
Goal 2	N/A	District-wide purchase options and low-value Land Fund	Ongoing

For the full statement of Midpen's Strategic Plan Goals and Objectives, see page 6; project details are included in Section III.

Performance Metrics

Strategic Plan Linkage	Indicator	FY2017-18 Actuals	FY2018-19 Target	FY2019-20 Target
Goal 1	Number of Preserves	26	N/A	N/A
Goal 1	Land Conservation	63,494	N/A	N/A
Goal 1	Total number of acres protected (preserved)	221.64	N/A	N/A
Goal 2	Land Conservation Connectivity	70mi. Bay Trail Sierra Azul OSP to Rancho Canada del Oro	Purisima to Cowell/ Purisima Coastal Trail	N/A
Goal 3	New Staff Facilities	New South Area Field Office	New Administrative Office	N/A
Goal 1	Coastal Service Plan– 15 Year Land Acquisitions	N/A	11,105 Acres	100%



Rancho San Antonio Open Space Preserve by Douglas Croft

Budget

Midpen Budget by Expenditure Category	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Budget	\$ Change from FY2018-19 Amended Budget	% Change from FY2018-19 Amended Budget
Real Property					
Salaries and Benefits	\$705,677	\$762,287	\$812,727	\$50,440	7%
Services and Supplies	52,635	214,467	148,866	(65,601)	- 31%
Capital/Fixed Assets	792	0	0	0	0%
Total Operating Expenditures	759,104	976,754	961,593	(15,161)	- 2%
General Fund Capital	553,434	457,000	835,500	378,500	83%
Measure AA Capital	3,578,749	2,243,000	13,500	(2,229,500)	- 99%
Total Capital Expenditures	4,132,183	2,700,000	849,000	(1,851,000)	- 69%
Total Real Property Expenditures	4,891,287	3,676,754	1,810,593	(1,866,161)	- 51%
One Time Expense: Fund 40 Land/Buildings	3,072,054	31,550,100	3,800,000	(27,750,100)	—
Grand Total Real Property Expenditures	\$7,963,341	\$35,226,854	\$5,610,593	(\$29,616,261)	- 84%

Russian Ridge Open Space Preserve by Kenny Chen

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 the environmental education, docent and volunteer programs.

CORE FUNCTIONS

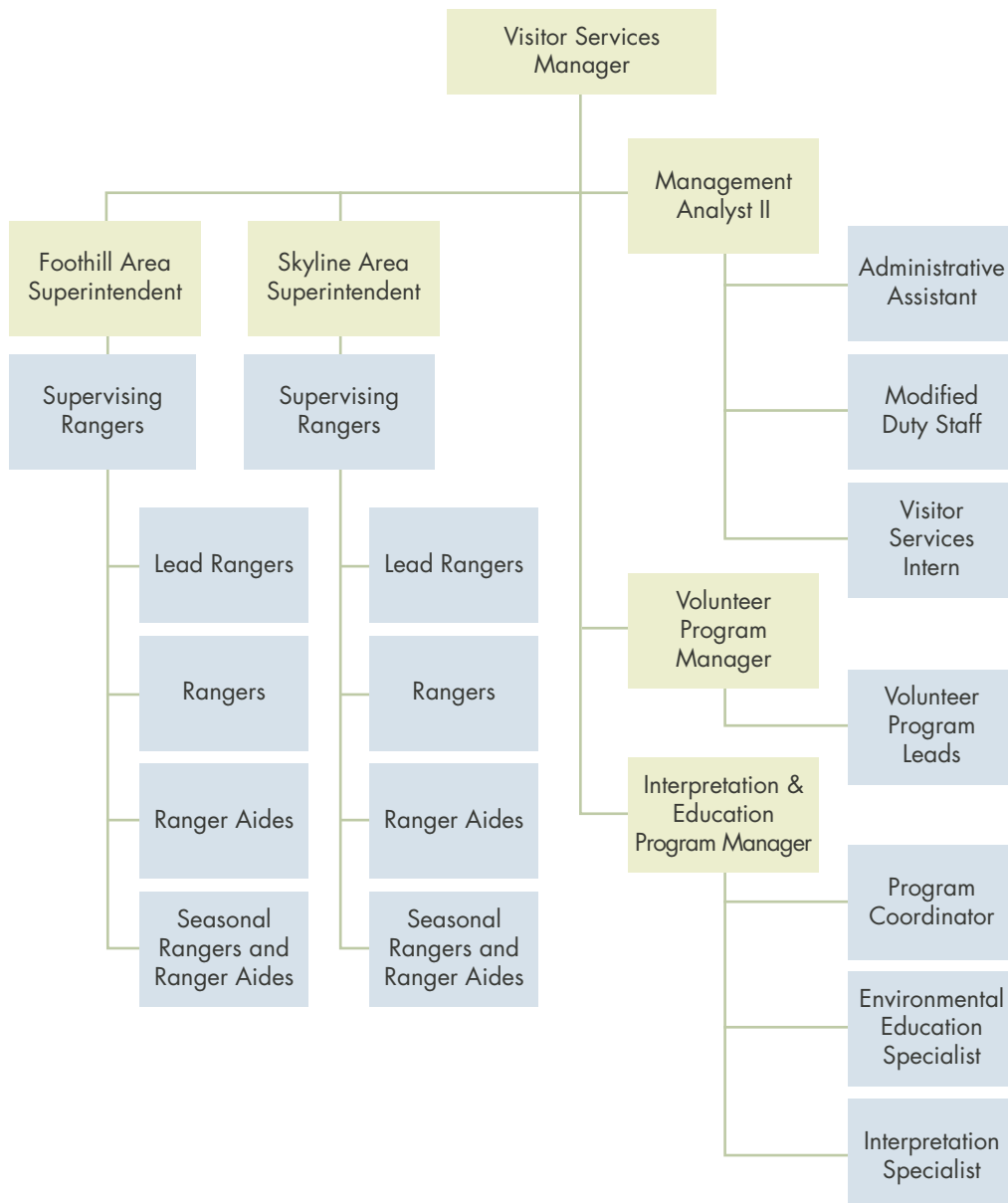
Protect public health and safety through proactive patrol and presence, enforcement of Midpen's rules and regulations, fire protection, and emergency medical response.

Provide frontline public contact and services on Midpen lands.

Manage the Volunteer and Interpretive and Education programs.

Foster neighbor, partner, and public safety agency relationships and engage in collaborative efforts to further Midpen's goals.

Organizational Chart



Staffing Levels

Position	FY2016-17 Adopted FTE	FY2017-18 Adopted FTE	FY2018-19 Amended FTE	FY2019-20 Proposed FTE	Change from FY2018-19 Modified
Administrative Assistant	1	1	1	1	0
Area Superintendents	2	2	2	2	0
Interpretation & Education Program Manager (formerly Docent Program Manager)	1	1	1	1	0
Program Coordinator (formerly Docent Program Coordinator)	1	1	1	1	0
Environmental Education Specialist	0	0	1	1	0
Interpretive Specialist	0	0	0	1	1
Lead Ranger	4	4	5	5	0
Ranger	19	19	19	19	0
Seasonal Ranger	0.95	0.95	0.95	0.95	0
Seasonal Ranger Aide	0.95	0.95	0.95	0.95	0
Supervising Ranger	5	5	5	5	0
Management Analyst II	1	1	1	1	0
Visitor Services Intern	0	0	0	0.5	0.5
Visitor Services Manager/Chief Ranger	1	1	1	1	0
Volunteer Program Manager	1	1	1	1	0
Volunteer Program Lead	2	2	2	2	0
Total FTE	39.9	39.9	41.9	43.4	1.5

Visitor 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 2 – Connect people to open space and a regional environmental protection vision

Goal 3 – Strengthen organizational capacity to fulfill the mission

Objectives

Strategic Plan Linkage	Project Number	Objective	Target Completion
Goal 3	65406	Radio Replacement for Ranger Staff and Patrol Vehicles	FY2020
Goal 3	65407	Radio System Assessment and Upgrade	FY2022
Goal 2	Operating	Nature Center Web Camera	FY2020
Goal 2	Operating	Develop a plan to expand visitor use data collection and report on data collected	FY2020
Goal 3	Operating	Review and Update District Ordinances and Bail Schedule	FY2020
Goal 3	Operating	Participate in the Wildfire Coordinating Committee to improve the District's preparation for and response to prescribed burns and wildland fires on District lands.	FY2022
Goal 3	Operating	Research and Issue RFP for a new Citation Management System	FY2021

For the full statement of Midpen's Strategic Plan Goals and Objectives, see page 6; project details are included in Section III.

Performance Metrics

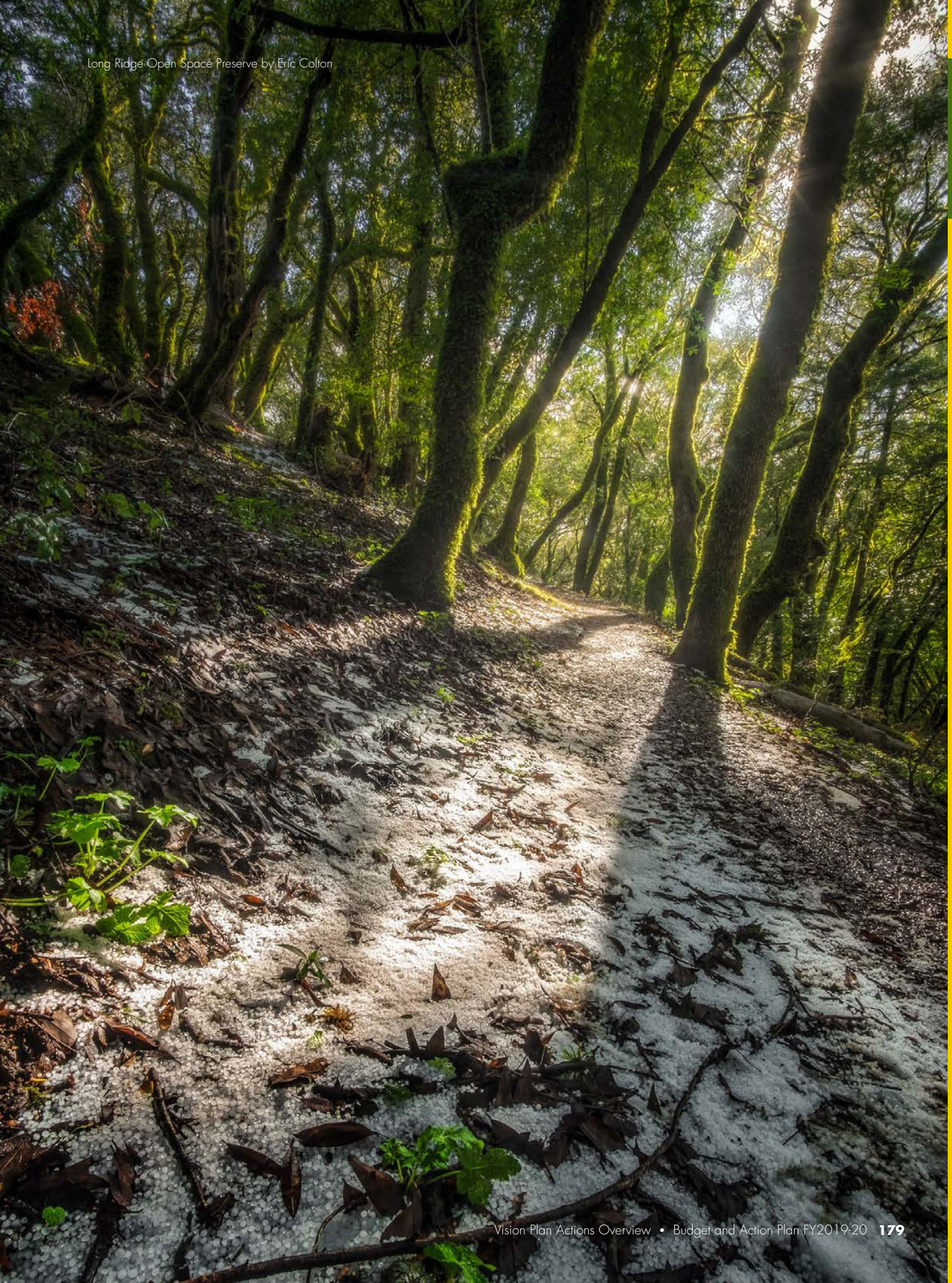
Strategic Plan Linkage	Indicator	FY2017-18 Actuals	FY2018-19 Target	FY2019-20 Target
Goal 2	Annual number of Nature Center visitors	3,481	3,200	3,500
Goal 2	Number of permits issued	3,878	3,000	4,000
Goal 2	Stewardship volunteer hours	17,500	18,000	18,000
Goal 2	Interpretation and education docent hours	4,328	5,000	5,000

Budget

Midpen Budget by Expenditure Category	FY2017-18 Actuals	FY2018-19 Amended Budget	FY2019-20 Proposed Budget	\$ Change from FY2018-19 Amended Budget	% Change from FY2018-19 Amended Budget
Visitor Services					
Salaries and Benefits	\$4,723,823	\$5,204,142	\$5,632,894	\$428,752	8%
Services and Supplies	409,279	512,119	963,509	451,390	88%
Total Operating Expenditures	5,133,102	5,716,261	6,596,403	880,142	15%
General Fund Capital	0	0	466,000	466,000	
Total Operating Expenditures	0	0	466,000	466,000	0%
Total Visitor Services Expenditures	\$5,133,102	\$5,716,261	\$7,062,403	\$1,346,142	24%



Bear Creek Redwoods Open Space Preserve by Alisha Laborico



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 Actions Overview CONTINUED

VISION PLAN ACTION

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

Glossary

TERM	DESCRIPTION
Accrual	An expense which is outstanding at the end of a financial period and which needs to be included in the accounting results for the period.
ACOE	U.S. Army Corps of Engineers
Action Plan	The work plan that includes all of the projects and key initiatives that Midpen pursues.
ADA	Americans with Disabilities Act
Adopted Budget	The adopted budget is Midpen's annual fiscal plan, which is approved by the Board of Directors. The adopted budget establishes the legal authority for the expenditure of funds, as created by the appropriation resolution. The adopted budget includes all reserves, transfers, allocations, supplemental appropriations and other legally authorized legislative and executive changes.
AGM	Assistant General Manager
Americans with Disabilities Act	The ADA is a civil rights law that prohibits discrimination against individuals with disabilities in all areas of public life, including all public and private places that are open to the general public.
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 accrual basis of accounting. Budgets are developed using the modified accrual 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.
CAFR	Comprehensive Annual Financial Report

TERM	DESCRIPTION
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.
CalPERS	California Public Employee Retirement System
CAPEX	Capital expenditures
Capital Budget	Expenditures that are used to improve Midpen's infrastructure and assets.
Capital Improvement	Midpen's (CIAP) for project and program and Action Plan delivery
Capital Improvement Program	A multi-year 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.
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.
Enterprise Resource Planning	An ERP management information system integrates areas such as purchasing, finance, and human resources.

TERM	DESCRIPTION
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	A GIS software company.
Fiscal Year (FY)	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.
Fixed Assets	Land and other long-lived assets, such as buildings, improvements, vehicles/equipment, with a value greater than the capitalization amount, stated in 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 (GO) Bond	GO Bond is a local governmental debt issue that is secured by a broad government pledge to use its tax revenues to repay the bond holders.
Generally Accepted Accounting Principles (GAAP)	Uniform standards and guidelines for financial accounting and reporting.

TERM	DESCRIPTION
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)
Governmental Funds	Used to account for activities generally financed by tax revenues. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds and permanent funds.
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.
Hawthorns Endowment	This fund may only be used for expenses required to maintain the Hawthorns 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 (MAA)	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 (NWS)	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)

TERM	DESCRIPTION
Peninsula Open Space Trust (POST)	A private land trust supporting land conservation in San Mateo, Santa Clara and Santa Cruz counties.
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 the Midpeninsula Regional Open Space District's boundary.
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
SCVWD	Santa Clara Valley Water District (new name is Valley Water)
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 (SOD)	A non-native plant disease infecting forests of many coastal California counties. The disease is caused by the microscopic pathogen <i>Phytophthora ramorum</i> .
Tranche	A portion of something, especially money.
VS	Visitor Services (Department)
YTD	Year To Date





Russian Ridge Open Space Preserve by Jan Gazenbeek



Midpeninsula Regional Open Space District

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Los Altos, California 94022-1404

Phone: 650-691-1200 • **Fax:** 650-691-0485

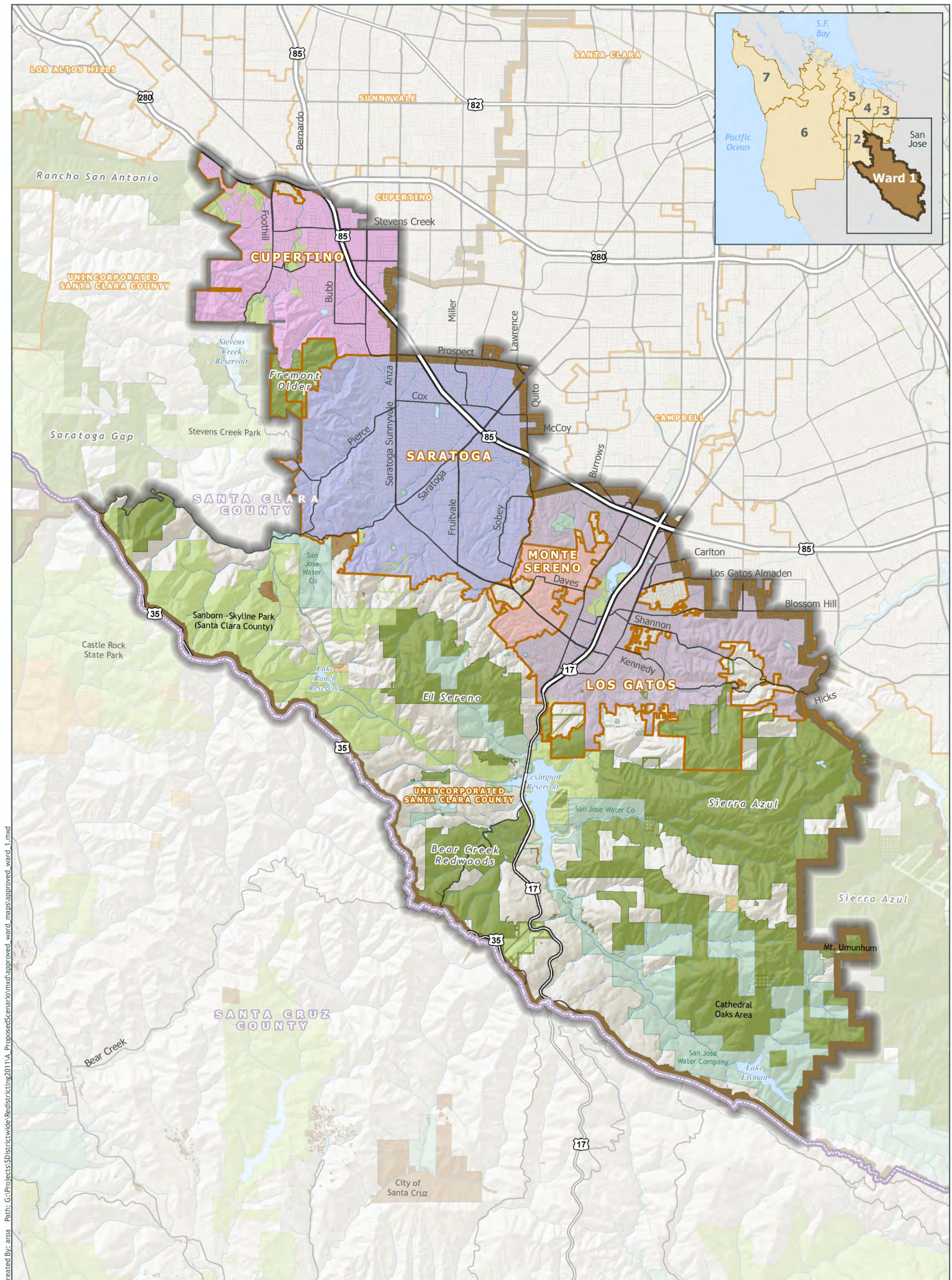
E-mail: info@openspace.org

Website: www.openspace.org



APPENDIX E:

MROSD Board of Directors – Individual Ward Maps



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EXHIBIT A: WARD 1 MAP

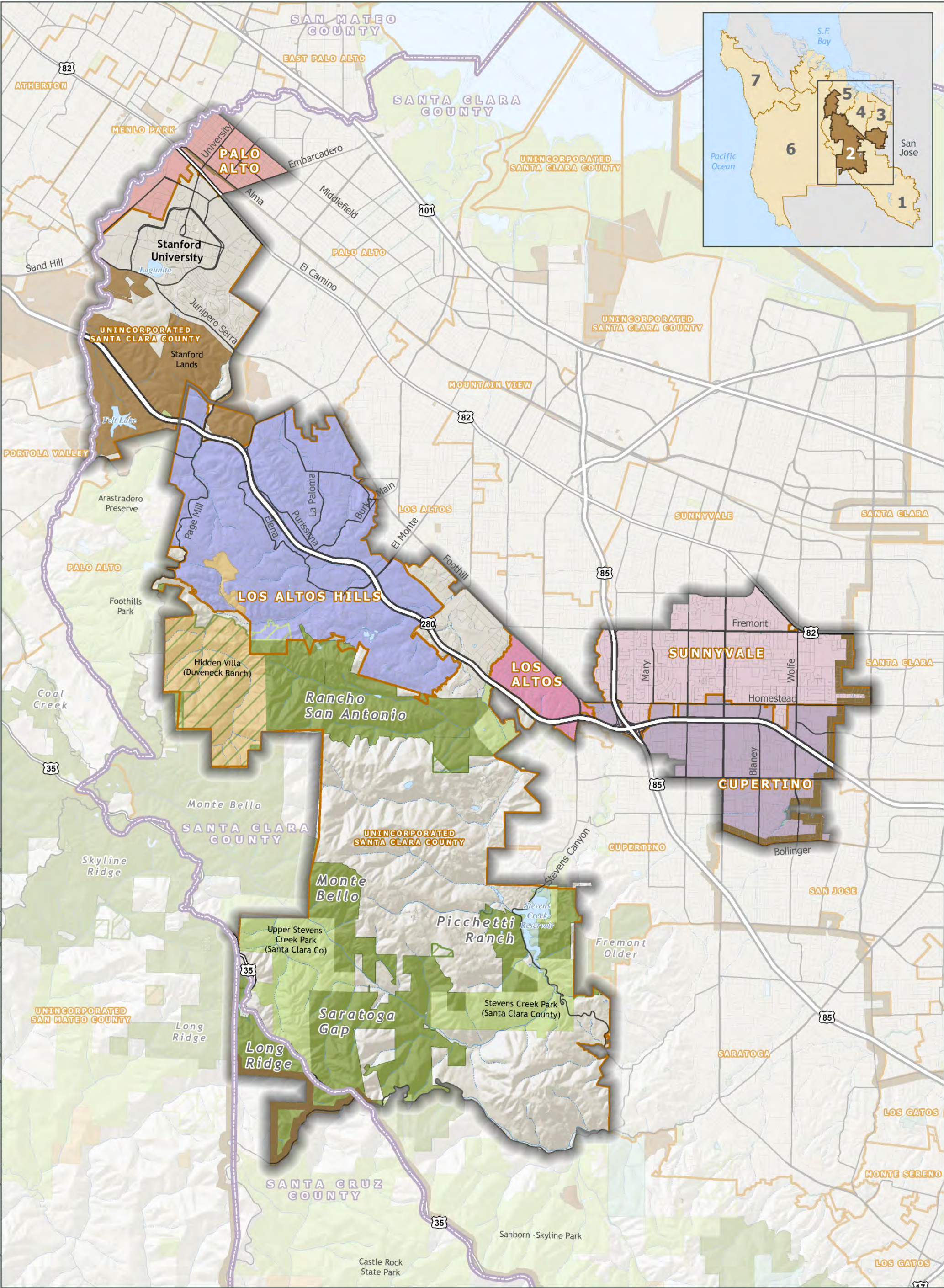
- | | | | | | | | |
|--|--|--|---|--|---|--|-----------------|
| | Ward 1 Boundary | | Other Public Agency | | Non MROSD Conservation or Agricultural Easement | | City Limit |
| | MROSD Open Space Preserves | | Watershed Land | | MROSD Boundary | | County Boundary |
| | Other Protected Open Space or Park Lands | | Private Property | | MROSD Sphere of Influence | | |
| | Land Trust | | MROSD Conservation or Agricultural Easement | | | | |

Midpeninsula Regional
Open Space District
(MROSD)
October, 2011



Miles 0 1 2

While the District strives to use the best available digital data, this data does not represent a legal survey and is merely a graphic illustration of geographic features.



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EXHIBIT B: WARD 2

- | | | | | | | | |
|--|--|--|------------------|--|---|--|-----------------|
| | Ward 2 Boundary | | Land Trust | | Other Public Agency | | City Limit |
| | MROSD Open Space Preserve | | Watershed Land | | MROSD Conservation or Agricultural Easement | | County Boundary |
| | Other Protected Open Space or Park Lands | | Private Property | | MROSD Boundary | | |

Midpeninsula Regional
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(MROSD)
October, 2011



Miles 0 1 2



While the District strives to use the best available digital data, this data does not represent a legal survey and is merely a graphic illustration of geographic features.

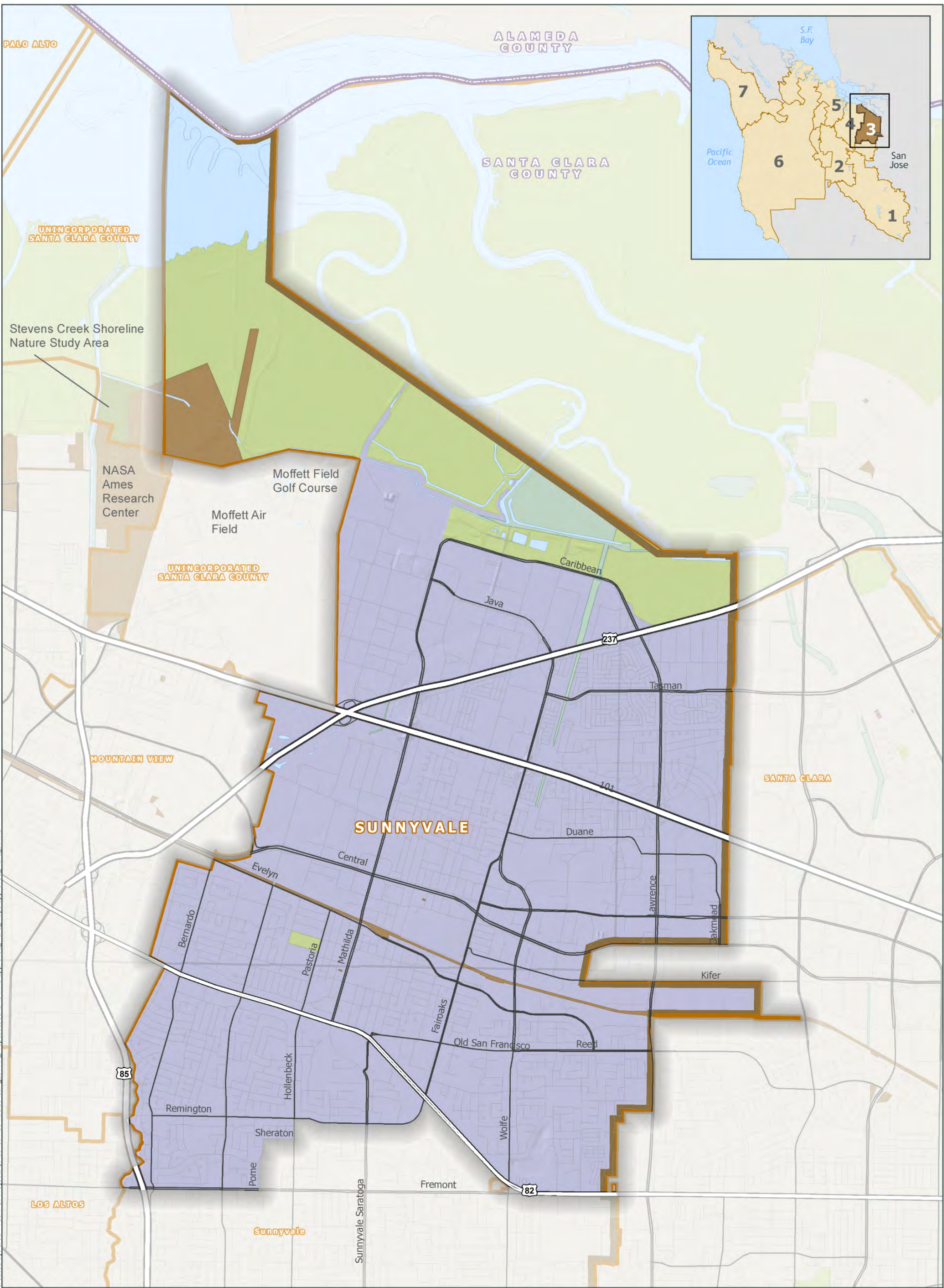


EXHIBIT C: WARD 3

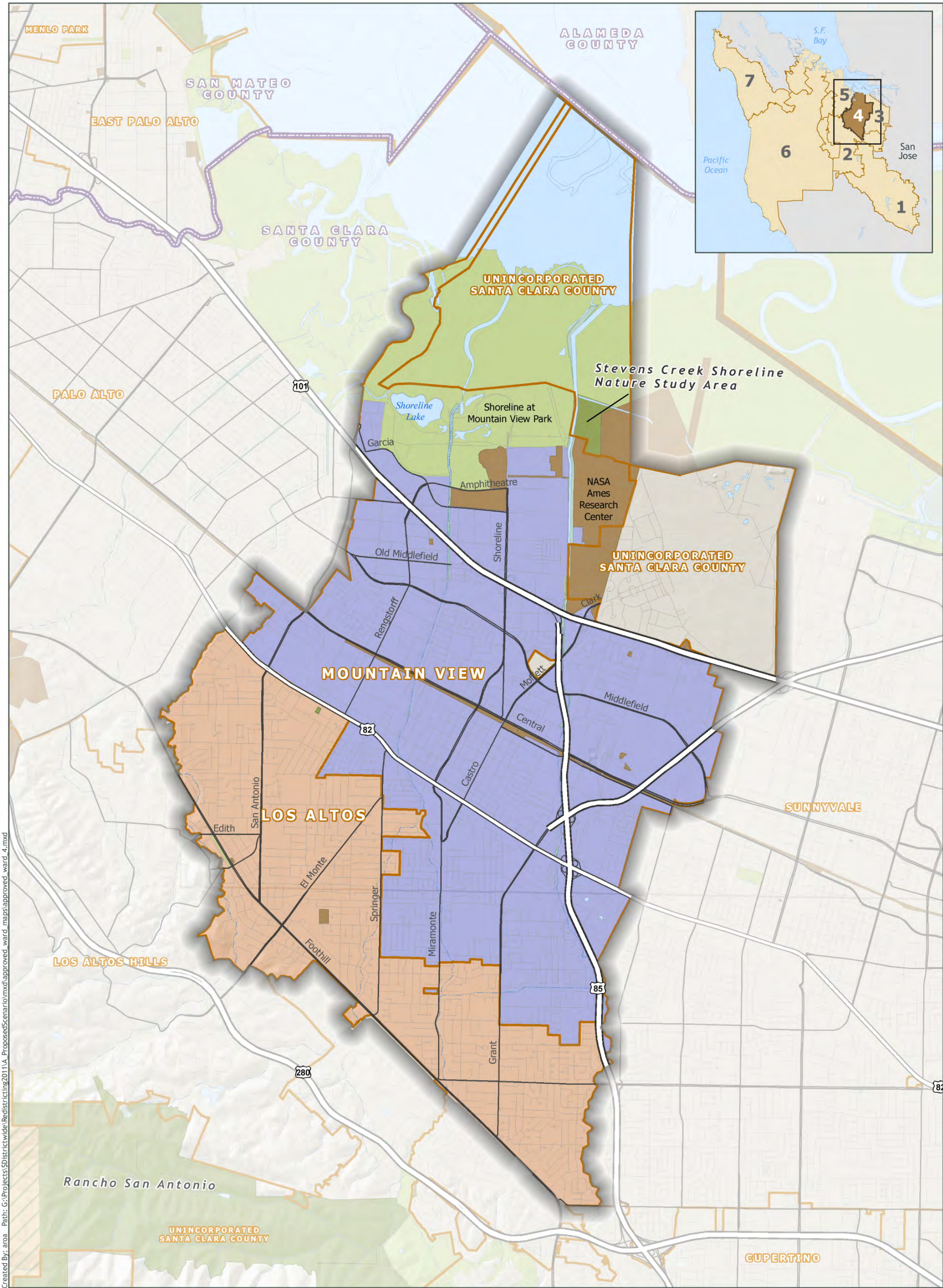
	Ward 3 Boundary		Other Public Agency		City Limit
	MROSD Open Space Preserves		Watershed Land		County Boundary
	Other Protected Open Space or Park Lands		Private Property		MROSD Boundary

Midpeninsula Regional Open Space District (MROSD)

October, 2011

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EXHIBIT D: WARD 4

- | | | | | | |
|--|--|--|---------------------|--|-----------------|
| | Ward 4 Boundary | | Other Public Agency | | City Limit |
| | MROSD Open Space Preserve | | Private Property | | County Boundary |
| | Other Protected Open Space or Park Lands | | MROSD Boundary | | |

Midpeninsula Regional
Open Space District
(MROSD)
October, 2011



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While the District strives to use the best available digital data, this data does not represent a legal survey and is merely a graphic illustration of geographic features.

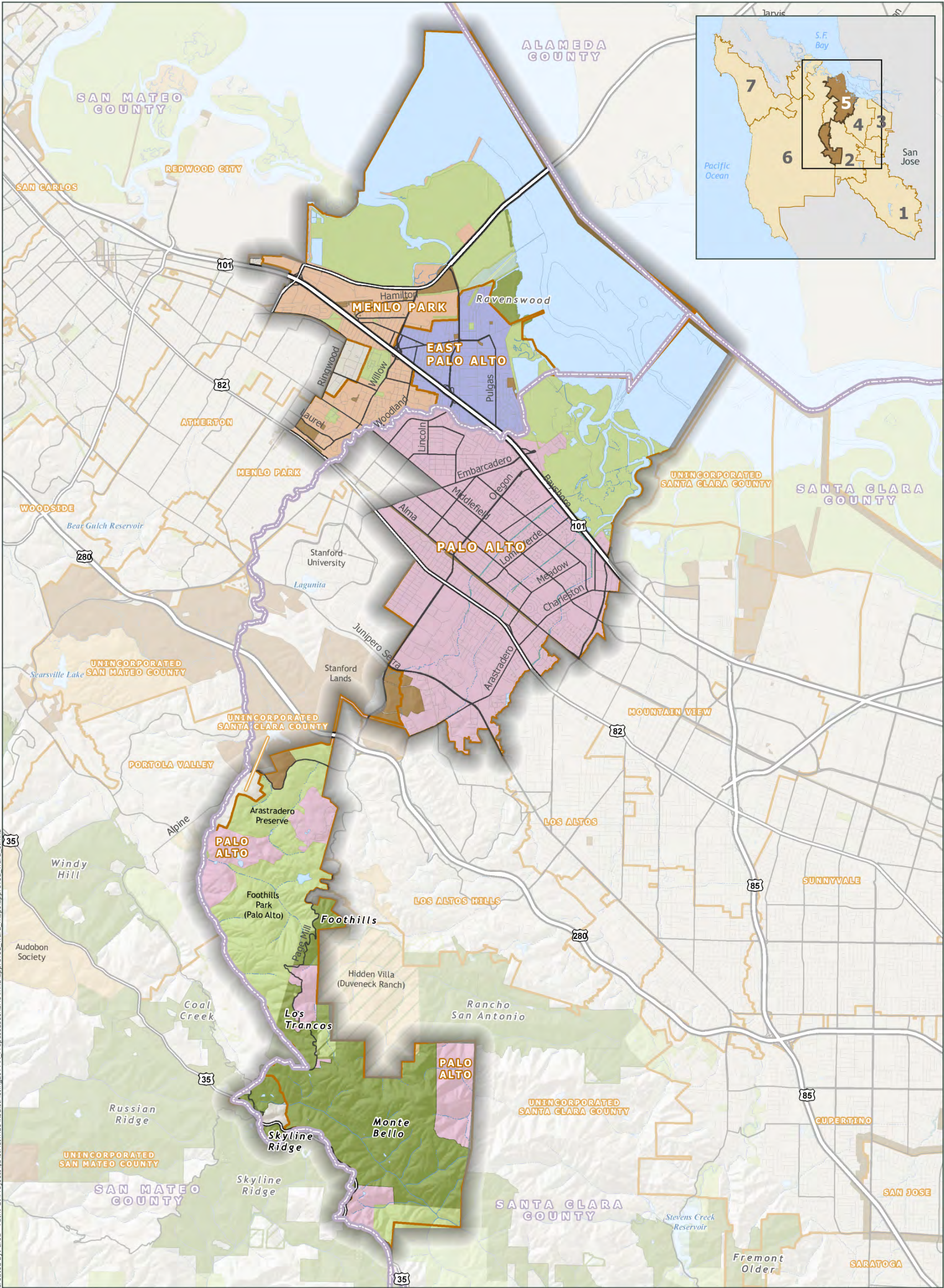


EXHIBIT E: WARD 5

- | | | | | | |
|--|--|--|---|--|-----------------|
| | Ward 5 Boundary | | Other Public Agency | | City Limit |
| | MROSD Open Space Preserves | | Private Property | | County Boundary |
| | Other Protected Open Space or Park Lands | | MROSD Conservation or Agricultural Easement | | MROSD Boundary |
| | Land Trust | | | | |

Midpeninsula Regional
Open Space District
(MROSD)
October, 2011



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While the District strives to use the best available digital data, this data does not represent a legal survey and is merely a graphic illustration of geographic features.

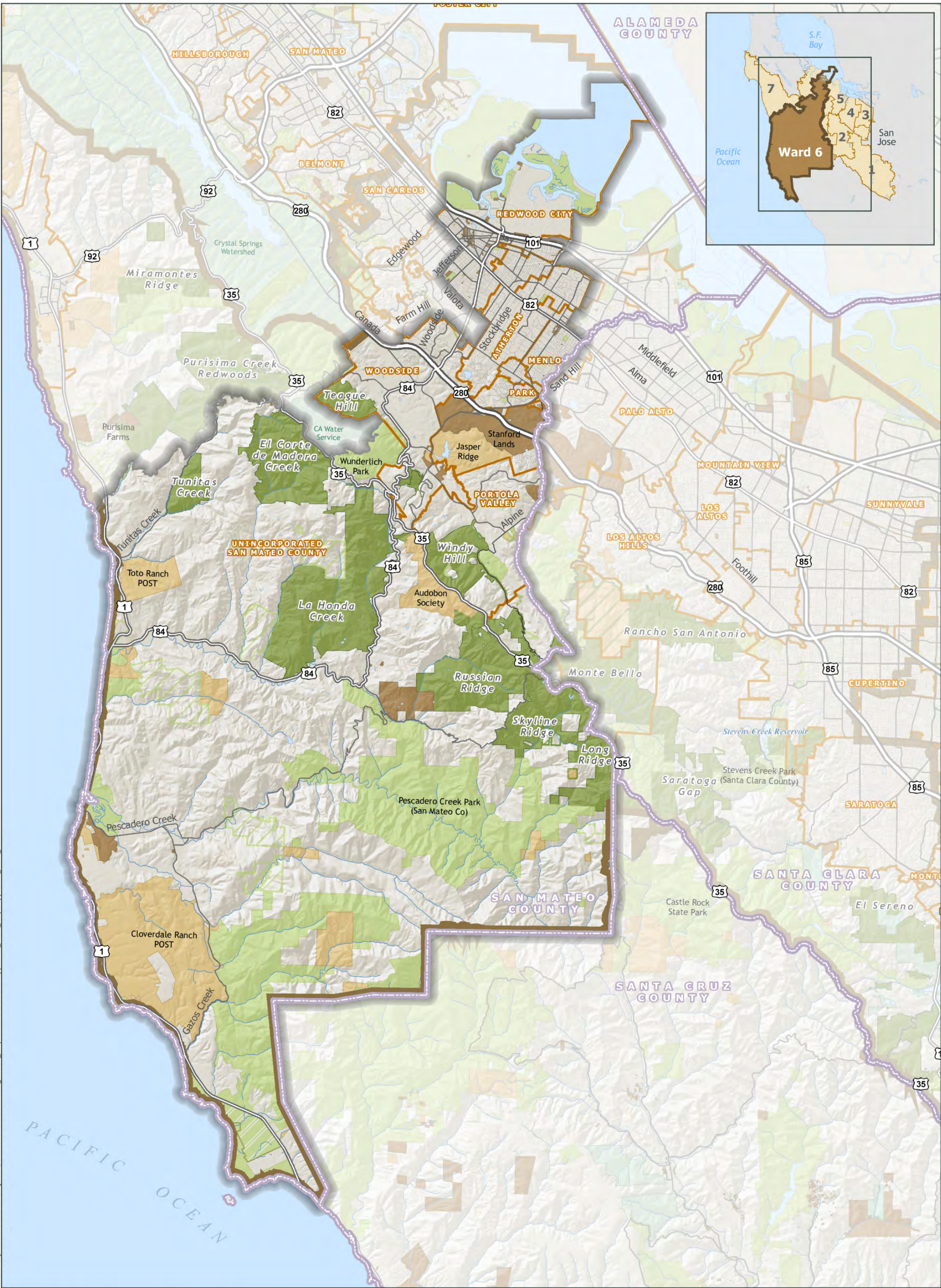


EXHIBIT F: WARD 6



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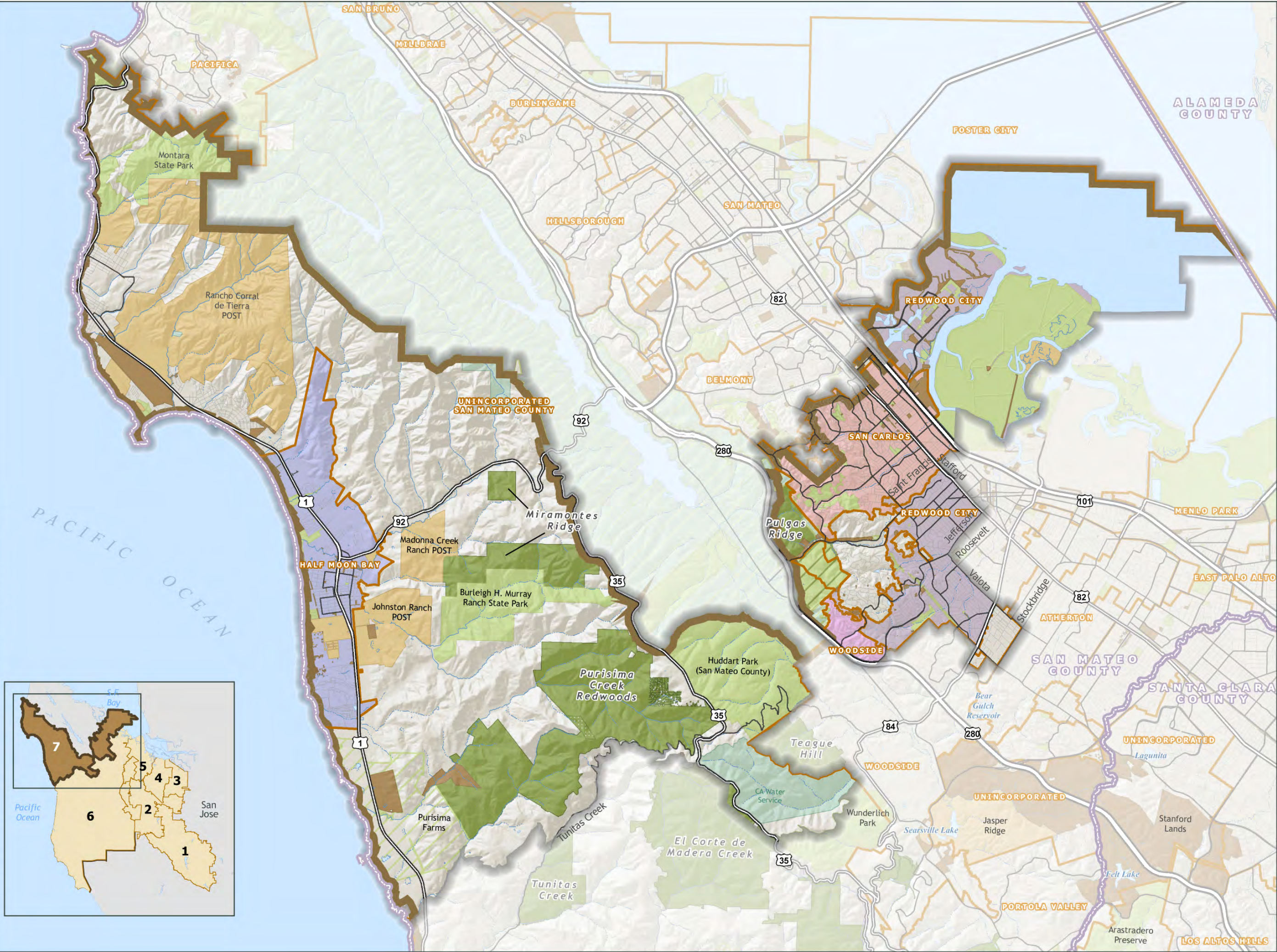


EXHIBIT G: WARD 7

- Ward 7 Boundary
- MROSD Open Space Preserve
- Other Protected Open Space or Park Lands
- Land Trust
- Other Public Agency
- Watershed Land
- Private Property
- Management Agreement
- MROSD Conservation or Agricultural Easement
- City Limit
- County Boundary
- MROSD Boundary

Midpeninsula Regional
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(MROSD)
October, 2011



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