



**MEASURE**



INVESTING IN NATURE

Fiscal Year 2017/2018

## Annual Measure Q Status Report

A Summary of Measure Q Revenues, Expenditures, and Projects

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*The Open Space Authority conserves the natural environment, supports agriculture and connects people to nature, by protecting open spaces, natural areas, and working farms and ranches for future generations.*

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# Introduction

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### [About the Measure Q Parcel Tax](#)

Since its creation in 1993, the Authority has protected over 25,000 of acres of open space and natural areas, preserving the natural beauty and health of the area, and protecting the region's agriculture, water resources, air quality, wildlife and scenic views for residents today and future generations. As the region continues to grow, protecting hillsides and open spaces become increasingly important to the community.

In November 2014, voters approved the Open Space, Wildlife Habitat, Clean Water, and Increased Public Access Measure (Measure Q), authorizing the Authority to levy a tax of \$24 per parcel annually for 15 years. The tax generates an estimated \$7,883,760 per year in revenue for the Authority to continue protecting and preserving new open space and agricultural areas, protecting and restoring natural areas that buffer our rivers, lakes, and streams, maintaining existing Open Space Preserves, constructing new trails and infrastructure on the Preserves, and increasing the number of environmental education experiences.

### [Annual Measure Q Status Report](#)

In order to ensure accountability, transparency and public oversight of all funds collected and allocated under Measure Q and in compliance with Government Code Sections 50075.1(d) and 50075.3, an annual report is provided to the Authority's Board of Directors on or before January 1 of each fiscal year. The purpose of the report is to explain (1) the amount of funds collected and expended under Measure Q and (2) the status of the projects authorized to be funded by Measure Q.

The Authority's fiscal year begins on July 1 and ends on June 30 of each year. The financial data summarized in the report is derived from the annual independent audit. The project status information is a compilation of the Measure Q projects conducted in the same fiscal year. The *Measure Q Status Report* is prepared by Open Space Authority staff and submitted to the Authority's Board of Directors.

The [Measure Q Expenditure Oversight Committee](#) (MQEOC), appointed by the Board pursuant to Measure Q, also receives a copy of the *Status Report* as an informational item. The Committee reviews the *Status Report* alongside the independent financial audit to provide an independent review of all revenues and expenditures of Measure Q Funds and submits an oversight report with their recommendations to the Board.

### [FY 2016/2017 MQEOC Oversight Report](#)

In March 2018, the MQEOC presented the [Annual Measure Q Oversight Report for FY 2016/2017](#) to the Authority's Board of Directors. Their report summarized the findings of the MQEOC and provided recommendations regarding the reporting of revenues and expenditures of Measure Q for the 2016/2017 fiscal year.

On May 9, 2018, the Administration and Budget Committee reviewed the MQEOC's recommendations and prepared a response to be presented to the Board. At their meeting on June 28, 2018, the Board reviewed and considered each recommendation set forth by the Committee and discussed the responses recommended by the Board's Administration and Budget Committee.

Under the Board's guidance and direction, staff initiated additional reporting processes to better implement the MQEOC's recommendations, and the changes are reflected in this year's *Status Report*.

To see the complete response to the *Annual Measure Q Oversight Report*, please refer to [Appendix B](#).

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Section I:  
Revenues and  
Expenditures Summary

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**Annual Budget and Work Plan Development for the Measure Q Fund**  
The [Measure Q Expenditure Plan](#) provides guidance to the Authority on the use of Measure Q funds.

During the annual budget and work plan development process, staff proposes projects in service of the Authority’s mission which are aligned with the major project areas stated in the *Expenditure Plan*. Proposed projects are presented to the Authority’s Board during a publicly-noticed Board Workshop, where the Board reviews and discusses the projects and provides staff with clear direction on building a balanced and sustainable budget to support and deliver on the proposed projects.

The Administration and Budget Committee reviews and discusses the proposed budget in detail and staff then brings the proposed budget, along with any changes and recommendations, to the Board for approval. The Board reviews and approves the proposed budget and work plan in a publicly-noticed meeting. The resulting *Budget and Annual Work Plan* becomes the guiding document for staff to record and track expenditures for approved projects and goals.

Through this well-established process, the Board provides direction and approval on the budget and work plan consistent with the Authority’s mission and *Expenditure Plan*, reviews quarterly reports of expenditures recorded, and receives the annual financial audit as presented by an independent auditor. The checks and balances put into place through this process also foster strong internal accounting controls to ensure revenues are used in the most effective and efficient manner possible, consistent with serving the public interest and in accordance with existing law and the *Expenditure Plan*.

**Annual Independent Financial Audit**  
As required by the *Expenditure Plan*, an annual independent audit must be conducted to ensure the revenues received and expended by the Authority conforms to the guidelines stated in the Plan.

The independent financial audits for the Measure Q fund are currently performed by Chavan and Associates, LLP. During the course of an audit, the independent auditor reviews sufficient and appropriate audit evidence to provide a basis for their opinion. The process includes a comprehensive review of all Measure Q revenues and expenditures as well as an evaluation of the internal controls and appropriateness of accounting policies used. The auditor also reviews and compares the actual revenues and expenditures to the original budget to ensure the Authority remained in compliance with the Board-approved budget.

Chavan and Associates, LLP obtained reasonable assurance that the Authority’s financial statements are free from material misstatement and internal controls present no material weaknesses. The audit of the Measure Q fund for fiscal year 2017/2018 disclosed no instances of noncompliance.



**Major Project Areas Identified in MQ Expenditure Plan**

- Preservation: Land Acquisition & Conservation Easements
- Public Access and Amenities: Construction & Capital Projects
- Environmental Education, Activities and Outreach
- Land and Agency Operations & Maintenance
- Natural Resource Management
- Urban Open Space Program and Grants

Financial Summary for Fiscal Year 2017/2018

The following tables provide a summary of the financial information as presented in the Authority’s independent financial audit conducted by Chavan and Associates, LLP for the fiscal year ended June 30, 2018. The complete audit can be found on the Authority’s [website](#).

Revenues

As determined by SCI Consulting Group, the Authority’s parcel tax administrator, the Authority collected \$7,899,012 in gross parcel tax levies. The Santa Clara County Assessor’s Office collects one percent (1%) of the gross revenue as a fee. As summarized in the financial audit, the Authority received and recorded \$7.82 million in net parcel tax revenues in fiscal year 2017/2018.

Table 1: Measure Q Parcel Tax Revenues	Amount
Gross Parcel Tax Levies	\$7,899,012
SCC Assessor’s Fee (1%)	(\$78,990)
<b>TOTAL NET REVENUES</b>	<b>\$7,820,022</b>

Expenditures

On June 8, 2017, the Authority’s Board of Directors approved the annual budget for the Measure Q fund for fiscal year 2017/2018. The Authority budgeted expenditures at \$7,938,347. Actual expenditures for all Measure Q expenses in FY 2017/2018 were \$3,138,605.

The following table shows the summary breakdown of total Measure Q expenditures by program as presented in the independent financial audit.

Table 2: Measure Q Expenditures by Program	Amount
Measure Q Projects (Section II) -Capital outlay -Planning -Field Operations and Maintenance -Community Engagement	\$2,107,176
Measure Q Urban Open Space Grant Program (Section III)	\$549,589
Measure Q Expenditure Oversight Committee Costs (Section IV)	\$7,899
Administrative Costs (Section IV)	\$394,951
SCC Assessor’s Fee (1%)*	\$78,990
<b>TOTAL EXPENDITURES</b>	<b>\$3,138,605</b>

\*The Santa Clara County’s Assessor’s Office withholds 1% of the Measure Q Parcel Tax revenues collected on behalf of the Authority. This fee is deducted from the first deposit in January 2018.

An expenditure is tracked using a project number and charged to an expense account in Acumatica, the Authority's accounting software. Expense accounts are grouped and reported under several major expense categories:

**Payroll and Benefits** include expenditures related to salaries, payroll taxes, and health benefits of full-time staff, part-time staff, and temporary staff.

**Supplies and Consumables** include goods and supplies purchased and intended for one-time and/or limited consumption. Examples include project-required supplies, postage, and printing expenses. Field operations-related supplies include safety supplies, fuel, supplies for disposing hazardous materials, vegetation management supplies, signs and fencing materials, and fire management supplies.

Expenses in this category also include mileage reimbursements to staff, as well as travel-related expenditures such as tolls, parking fees, and public transportation to offsite project meetings.

**Outside Services** include project expenditures related to professional services and consultancies rendered under contract. Services may include:

- legal services
- design and content services
- community relations and media services
- resource management services such as site monitoring, wildlife management, vegetation management, fire management, public access maintenance, grazing program-related services, etc.
- planning services such as conservation planning, mapping and GIS support, CEQA, Environmental Site Assessment Phase One, etc.
- acquisition and construction related services such as design and engineering services, surveys and investigations, appraisals, restoration and remediation, testing and inspections, etc.

**Other Services and Fees** capture miscellaneous fees and other expenses. Examples include business insurance, permitting fees, escrow fees, and brokerage fees. The Santa Clara County's Assessor's Office collector's fee (1%) is recorded under this category.

**Equipment and Maintenance** expenses include procurement and maintenance of tools, field and shop equipment, and fleet maintenance for vehicles used in field operations and maintenance of the Authority's preserves.

**Facilities and Utilities** cover all expenditures related to the maintenance of the public access facilities and buildings located on the Authority's preserves, as well as the water and electricity utility bills associated with the operations of the facilities.

**Acquisitions** capture the cost of acquiring fee title and conservation easements.

**Authority Grant Programs** disbursements are recorded and reported in this expense category line.



The following graph provides a summary of Measure Q expenditures as a percentage of the approved Measure Q budget of \$7,938,347. The expenditures are presented by major expense categories.

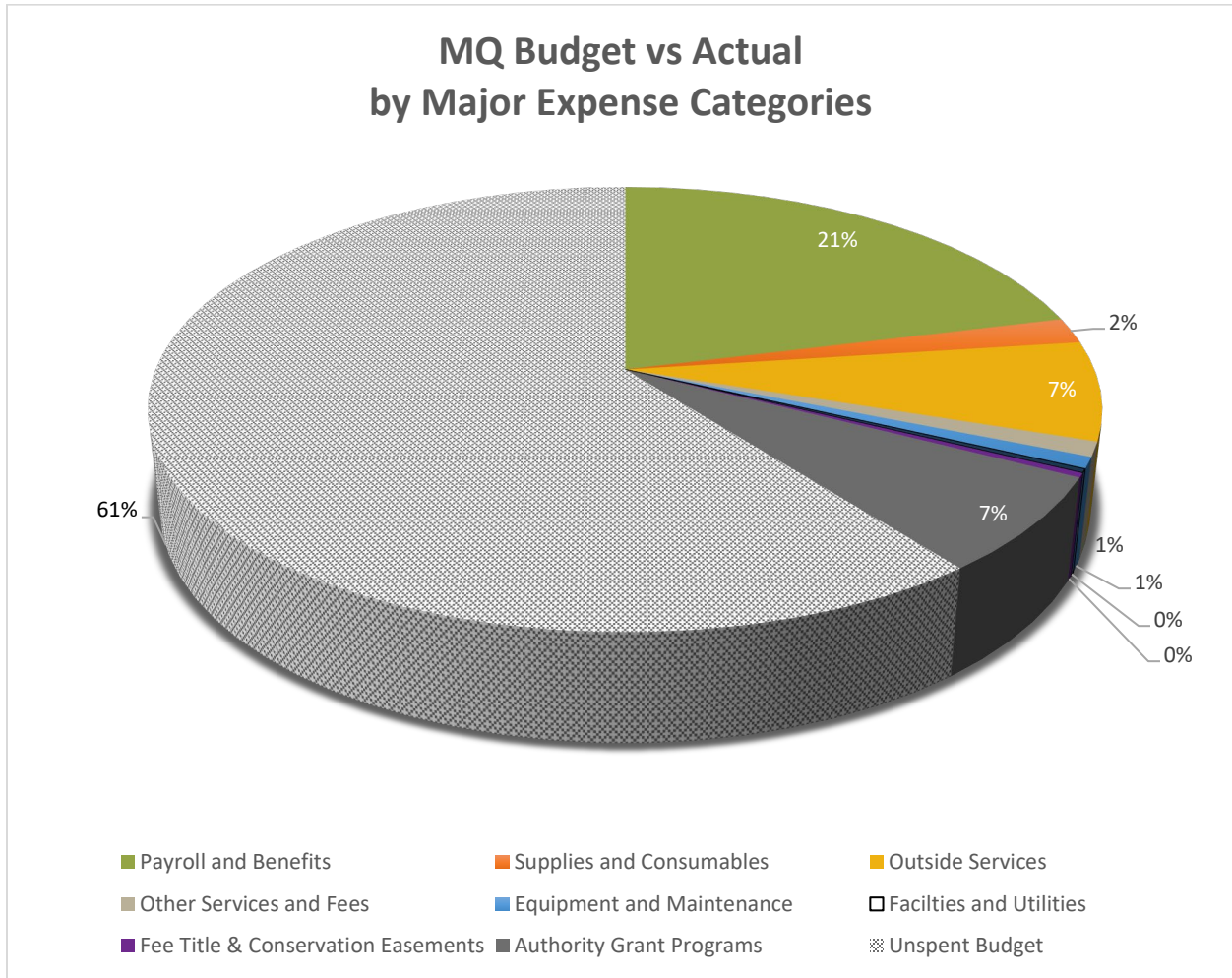


Figure 1

Of the total Measure Q-approved project expenditures of \$3,138,605, Table 3 provides a breakdown by major expense categories.

Table 3: Measure Q Expenditures by Major Expense Category	Actual Expenditures	% of Total Expenditures
Payroll and Benefits	\$1,673,347	53%
Supplies and Consumables	\$147,517	5%
Outside Services	\$569,656	18%
Other Services and Fees	\$84,481	3%
Equipment and Maintenance	\$65,850	2%
Facilities and Utilities	\$21,926	1%
Acquisitions	\$26,239	1%
Authority Grant Programs	\$549,589	18%
<b>TOTAL EXPENDITURES</b>	<b>\$3,138,605</b>	



**Section II:  
Measure Q Projects  
and Expenditures for FY  
2017/2018**

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### Measure Q-Funded Projects

The *Measure Q Expenditure Plan* ([Appendix C](#)) states that the Open Space Authority will fund high priority projects distributed throughout the Santa Clara Valley Open Space Authority's jurisdiction. The projects were identified through a public process that informed conservation strategies and priorities for the Authority. The resulting vision plan developed by the Authority, the [Santa Clara Valley Greenprint](#), identifies critical open space, agricultural, and natural resource lands for protection and restoration.

Measure Q revenues are used for:

- Funding the preservation of land including acquisitions and conservation easements.
- Paying for project costs including research, project-scoping, planning, construction and maintenance.
- Paying for staff time associated with Measure Q projects.
- Natural resource protection to protect and restore natural areas.
- Land operations and maintenance to maintain all of the Authority's existing and new preserves, trails and preserve-related infrastructure.
- The creation, development, delivery and maintenance of existing and new environmental and agricultural education programs and initiatives.
- Funding the Measure Q Urban Open Space grant programs.

### Expenditure Plan Categories

All projects funded by Measure Q revenues fall into at least one of the Expenditure Plan Categories (EPC) described in the *Expenditure Plan*. In Fiscal Year 2017/2018, the Authority expended a total of \$2,107,176 on Measure Q projects and disbursed \$549,589 to Urban Open Space grantees.

Tables 4-6 on the following pages summarize the total costs spent in Fiscal Year 2017/2018 and the status of each project in each Expenditure Plan Category.

[Appendix A](#) is a complete index of all projects funded by Measure Q funds in Fiscal Year 2017/2018. The table is sorted by project number and only lists project expenditures in service of the Expenditure Plan Categories. It does not include administrative fees and costs, committee costs, and grants disbursed under the Urban Open Space Grant Program.

**EPC #1 Protect Open Space, Redwood Forests, Wildlife Habitat, Scenic Hillside and Agricultural Land**

Projects categorized under this program include acquisition of land and conservation easements from willing sellers in priority areas such as those in the Coyote Ridge, Upper Pajaro River, and Santa Cruz Mountains Conservation Focus Areas, as well as coordination of protection efforts through the development of policy frameworks, conservation strategies and tools, and resource management and use plans for open spaces, agricultural lands, and wildlife habitats.

In this reported fiscal year, the Authority expended \$742,962 on projects under this category.



**Table 4: EPC #1 Projects**

Project Number	Project	Funds Expended in FY 17/18	Status	% of EPC 1 Total Expenditures
P-000019	Priority Land Acquisition Projects	\$ 136,771	In Progress	18%
P-000021	Coyote Valley Landscape Linkage	\$ 24,368	In Progress	3%
P-000023	Santa Clara Valley Greenprint Update	\$ 137	Delayed	0%
P-000024	Coyote Valley Conservation Strategy	\$ 89,115	In Progress	12%
P-000025	Regional Conservation Investment Strategy	\$ 29,918	In Progress	4%
P-000026	Santa Clara Valley Agricultural Plan	\$ 87,045	In Progress	12%
P-000027	Santa Clara Valley Greenprint Implementation Funding/Grant Research	\$ 47,682	In Progress	6%
P-000048	Coyote Valley Communications Strategy	\$ 41,098	In Progress	6%
P-000106	Barrett Canyon Acquisition	\$ 11,290	In Progress	2%
P-000110	Lasalle Acquisition	\$ 31,012	Completed	4%
P-000112	Conservation Easement Monitoring	\$ 132,757	In Progress	18%
P-000123	Natural Resource Policy and Planning	\$ 22,665	In Progress	3%
P-000124	GIS Program Development	\$ 8,955	In Progress	1%
P-000125	PG&E Easement Coordination on Coyote Ridge	\$ 4,103	Completed	1%
P-000126	High Speed Rail Planning and Coordination	\$ 38,886	In Progress	5%
P-000134	Coyote Valley Connectivity Study	\$ 23,508	In Progress	3%
P-000186	Fisher Flats Acquisition and Management	\$ 5,648	In Progress	1%
P-000188	Regional Project Reviews	\$ 2,688	In Progress	0%
P-000200	Fisher's Bend Acquisition and Management	\$ 5,200	In Progress	1%
P-000230	Agricultural Conservation Easement Marketing and Branding	\$ 116	In Progress	0%
<b>TOTAL EXPENDITURES FOR EPC 1</b>		<b>\$ 742,962</b>		

**EPC #2    Protect Land around Creeks, Rivers and Streams to Prevent Pollution and Improve Local Water Quality and Supply**

Projects categorized under this program include coordinating efforts to protect local water supply and quality, and restoration and capital improvements.

In this reported fiscal year, the Authority expended \$118,632 on projects under this category.



*Coyote Valley South Valley Meadow Restoration*



**Table 5: EPC #2 Projects**

Project Number	Project	Funds Expended in FY 17/18	Status	% of EPC 2 Total Expenditures
P-000013	Coyote Ridge Pond Restoration Project	\$ 321	In Progress	0%
P-000015	South Valley Meadow Enhancement Project	\$ 8,446	In Progress	7%
P-000018	RMA 1600 Permit with CA Department of Fish and Wildlife	\$ 643	In Progress	1%
P-000022	Coyote Valley Water Resources Investment Strategy	\$ 109,223	In Progress	92%
<b>TOTAL EXPENDITURES FOR EPC 2</b>		<b>\$ 118,632</b>		

**EPC #3 Open, Improve and Maintain Parks, Open Space, and Trails**

Projects categorized under this program include planning for and opening new open space preserves, designing and constructing new public access facilities on existing preserves, and providing science-based environmental education programs designed and created by Authority staff or through partnerships. This program also funds daily operation, management, and stewardship of the Authority’s existing lands and public access facilities.

In this reported fiscal year, the Authority expended \$1,245,583 on projects under this category.

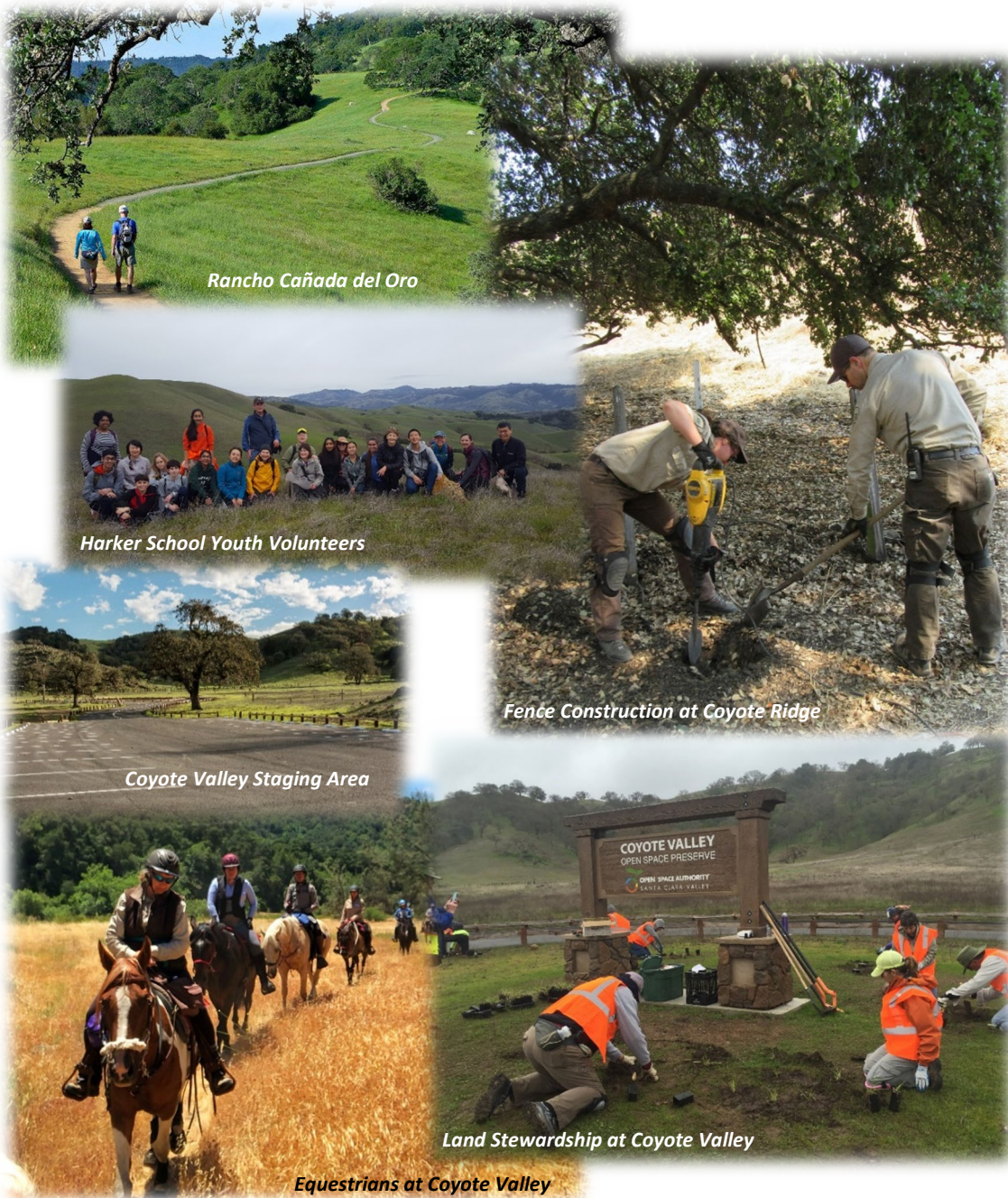




Table 6: EPC #3 Projects

Project Number	Project	Funds Expended in FY 17/18	Status	% of EPC 3 Total Expenditures
P-000012	Grazing Monitoring Program	\$ 535	In Progress	0%
P-000016	Pajaro River Agricultural Preserve Strategic Plan	\$ 29,034	In Progress	2%
P-000028	Coyote Ridge Open Space Preserve Public Access Plan	\$ 22,688	In Progress	2%
P-000032	Coyote Valley Open Space Preserve ADA Trail	\$ 4,143	In Progress	0%
P-000034	New Trail at Sierra Vista Open Space Preserve	\$ 633	Delayed	0%
P-000036	Rancho Cañada del Oro Open Space Preserve Public Access Plan: Blair Trail	\$ 3,621	In Progress	0%
P-000040	Monthly Land Stewards Program	\$ 14,320	In Progress	1%
P-000043	Environmental Education Partnerships	\$ 2,929	Completed	0%
P-000045	Understanding Our Communities Phase II	\$ 7,033	Delayed	1%
P-000046	Deep Engagement Communities Partnership Plan	\$ 5,111	In Progress	0%
P-000087	Coyote Valley Open Space Preserve Operations & Maintenance	\$ 102,112	In Progress	8%
P-000088	Sierra Vista Open Space Preserve Operations & Maintenance	\$ 253,618	In Progress	21%
P-000089	Coyote Ridge Open Space Preserve Operations & Maintenance	\$ 18,956	In Progress	2%
P-000090	Rancho Cañada del Oro Open Space Preserve Operations & Maintenance	\$ 198,427	In Progress	16%
P-000091	Diablo Foothills Open Space Preserve Operations & Maintenance	\$ 18,299	In Progress	1%
P-000092	Little Uvas Open Space Preserve Operations & Maintenance	\$ 5,327	In Progress	0%
P-000093	Palassou Ridge Open Space Preserve Operations & Maintenance	\$ 37,825	In Progress	3%
P-000095	North Pajaro River Agricultural Preserve Operations & Maintenance	\$ 29,500	In Progress	2%
P-000096	Santa Teresa Foothills Open Space Preserve Operations & Maintenance	\$ 2,911	In Progress	0%
P-000097	Upper Uvas Open Space Preserve Operations & Maintenance	\$ 3,936	In Progress	0%
P-000098	Mount Chual Open Space Preserve Operations & Maintenance	\$ 4,607	In Progress	0%
P-000099	El Toro Open Space Preserve Operations & Maintenance	\$ 34,112	In Progress	3%
P-000121	5-Year Capital Improvement Plan	\$ 9,852	In Progress	1%
P-000136	Loma Fire Response and Restoration	\$ 36,385	In Progress	3%
P-000155	El Toro Open Space Preserve Management and Planning	\$ 4,955	In Progress	0%
P-000156	Pajaro River Agricultural Preserve Clean Up	\$ 185,372	Completed	15%
P-000157	Winter 2017 Storm Repairs	\$ 9,255	In Progress	1%
P-000158	Coyote Ridge Grazing Improvements	\$ 5,379	In Progress	0%
P-000178	Develop Strategic Environmental Education Grants Program	\$ 68,146	Completed	5%
P-000179	Develop Strategic Community Neighborhood Engagement Plan	\$ 2,747	Completed	0%
P-000201	Calaveras Fault Trail	\$ 121,325	Completed	10%
P-000202	South Pajaro River Agricultural Preserve Operations & Maintenance	\$ 2,490	In Progress	0%
TOTAL EXPENDITURES FOR EPC 3		\$ 1,245,583		

**EPC #4 Urban Open Space, Parks and Environmental Education Program**

As structured by the *Expenditure Plan*, a grant program would be established, with monies set aside to assist municipalities, schools and applicable non-profit organizations within the cities of Milpitas, Santa Clara, San Jose, Campbell, Morgan Hill and urban County areas to create healthy and safe open space and park areas for their communities. Funds are made available through an annual grant allocation process that is subject to approval by the Authority's Governing Board of Directors.



*Children's Discovery Museum: Bill's Backyard*



*San Francisco Bay Bird Observatory Environment Education Program*



*Master Gardener Community Education Center*



*Bay Area Wilderness Training*



*Urban Farmer Learning Hub*



*Morgan Hill Community Garden*

**Table 7: EPC #4 Disbursements**

Grant Number	Project	Funds Disbursed in FY 17/18	Status	% of EPC 4 Total Disbursements
G-000001	Childrens Discovery Museum	\$ 236,810	Completed	43%
G-000005	Guadalupe River Park Conservancy	\$ 21,565	In Progress	4%
G-000006	Latinos United for a New America (LUNA)		Delayed	
G-000007	Bay Area Wilderness Training	\$ 17,549	Completed	3%
G-000008	Joseph George Middle School / Citizen Schools		Delayed	
G-000009	San Jose State University Research Foundation	\$ 49,936	In Progress	9%
G-000010	City of Campbell	\$ 17,095	In Progress	3%
G-000011	Santa Clara County Public Health Department	\$ 38,817	In Progress	7%
G-000012	Santa Clara County Creeks Coalition	\$ 9,185	Completed	2%
G-000013	Bay Area Ridge Trail Council	\$ 29,317	In Progress	5%
G-000014	The Regents of the University of California / UCCE Santa Clara County		Delayed	
G-000015	The Santa Clara County Food System Alliance		Delayed	
G-000016	Keep Coyote Creek Beautiful	\$ 48,300	In Progress	9%
G-000017	City of Morgan Hill	\$ 4,050	In Progress	1%
G-000018	San Francisco Bay Bird Observatory	\$ 18,906	In Progress	3%
G-000019	Friends of Master Gardeners of Santa Clara County	\$ 58,060	In Progress	11%
<b>TOTAL DISBURSEMENTS FOR EPC 4</b>		<b>\$ 549,589</b>		

More information regarding the Measure Q Urban Open Space Grant Program and disbursements recorded under this category is provided in Section III of this report.

## Expenditures by Project

As stated in the *Expenditure Plan*, Authority staff are required to file a report with the Board of Directors on the status of projects that received Measure Q funds for the fiscal year being reported.

In Fiscal Year 2017/2018, the Authority reported on over fifty individual projects. The project status pages provide an update for each project as of June 30, 2018.

Table 8: Status Definitions	
Status	Description
In Progress	Project not yet completed, but still in progress or ongoing at the end of the fiscal year
Completed	Project was completed on or before the end of the fiscal year
Delayed	Project was originally scheduled on the annual work plan and allocated budget in the fiscal year, but has been temporarily placed on hold during the fiscal year

Additionally, projects originally not scheduled on the annual work plan or allocated budget in Fiscal Year 2017/2018 are considered on hold. A project may be placed on hold for various reasons, including but not limited to: lack of funding sources, limited staff capacity, permitting delays, unforeseen environmental impacts, reprioritization, etc. The following projects have been placed on hold in Fiscal Year 2017/2018:

Table 9: Projects Placed on Hold	
Project Number	Project
P-000008	Palassou Ridge OSP Grazing Infrastructure
P-000010	Blair Pond Repair (RC-05)
P-000033	Dexter Canyon Bridge Replacement
P-000035	Coyote Valley OSP Equestrian Lot Performance Evaluation
P-000044	Mobile Nature Center
P-000127	Coyote Valley North Meadow Burn

Due to the confidential nature of ongoing negotiations, expenses incurred for all current acquisition projects are reported under P-000019 (Priority Land Acquisition Projects). Descriptions and a breakdown of expenditures for acquisitions are only presented in the report after the close of escrow. By June 30, 2018, the Authority closed escrow on one property. Including completed acquisitions, the Authority completed the following projects by the end of the fiscal year:

Table 10: Completed Projects	
Project Number	Project
P-000043	Develop Environmental Education Partnerships
P-000110	LaSalle Acquisition
P-000125	PG&E Easement Coordination on Coyote Ridge
P-000156	Pajaro River Agricultural Preserve Clean Up
P-000178	Develop Strategic Environmental Education Grants Program
P-000179	Develop Strategic Community Neighborhood Engagement Plan
P-000201	Calaveras Fault Trail Improvements

The project status pages are grouped and presented by EPC number.

How to Read the Project Status Pages

1. Status Pages are grouped by Expenditure Plan Category (EPC)

2. Status Pages are ordered by Project Number

3. Current fiscal year spending is added to the overall project cost

**EPC # X**

**Project Number**  
Unique number assigned in project tracking system and used to track expenditures

**Program Information**  
about the project

**Status**  
Status of the project as of June 30, 2018

**Project Name**

**Project Description**  
The description may include the general scope of work, the lasting impacts of the project, tasks and milestones, and/or the deliverable(s) to be expected upon project completion. Description may also include information about additional funding sources, partnerships, and/or the location of the project.  
Additional status information may be available for projects delayed or on hold.

**Expenditure Overview** – complete summary of all monies spent on the project, including previous years’ spending

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2017/2018 TOTAL</b>			-
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2016/2017 TOTAL</b>			-
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			-
<b>PROJECT TOTAL</b>			<b>\$-</b>

**FY 2017/2018 Expenditure Breakdown** – details of MQ expenses spent in Fiscal Year 2017-2018, by expense category

Expense Category	Amount
Payroll and Benefits	-
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$-</b>

**Outside Services include:** Types of outside services used will be provided in order of dollars spent (greatest to least)  
*Note: Information on the types of expenditures that may be classified into each expense category can be found on page X of this report.*

**New Content –**  
A brief narrative may be provided to offer more context on a project status.

**New Content –**  
Types of outside services is listed to provide more context to expenditures spent

Figure 2

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# EXPENDITURE PLAN CATEGORY #1

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## Priority Land Acquisition Projects

Project  
Number  
P-000019

Program  
Acquisition

Status  
In Progress

### Project Description

Work under this project includes identification of land acquisition preservation opportunities in the Conservation Focus Areas as outlined in the Santa Clara Valley Greenprint. Prior to identification of a specific acquisition site, scope of work includes conducting preliminary due diligence, engaging with willing sellers, and performing early analysis of site/local resources and internal evaluation to determine if a potential acquisition meets the Authority's criteria for purchase.

The Authority is currently participating in various stages of negotiation for seventeen (17) properties totaling approximately 10,000 acres, with a roughly estimated market value of over 100 million dollars. Typical of real property negotiations, these projects span multiple years and discussions with landowners may start and stop.

Due to the confidential nature of ongoing negotiations, property names, property owner(s) information, and other details are withheld.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$136,771
<b>FY 2017/2018 TOTAL</b>			<b>\$136,771</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$63,718
<b>FY 2016/2017 TOTAL</b>			<b>\$63,718</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	\$35,589
<b>FY 2015/2016 TOTAL</b>			<b>\$35,589</b>
<b>PROJECT TOTAL</b>			<b>\$236,078</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$113,746
Supplies and Consumables	\$725
Outside Services	\$19,801
Other Services and Fees	\$2,500
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$136,771</b>

**Outside Services include:** Site Assessments

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

Project  
Number  
P-000021

Program  
Resource  
Management

Status  
In Progress

### Project Description

The Coyote Valley has been identified as a critical landscape linkage connecting over one million acres of habitat in the Santa Cruz and Diablo Range Mountains. In late 2016, the Authority convened a team of scientists and local experts to develop a draft Coyote Valley Linkage Report. This is a landscape scale vision for protecting and enhancing wildlife corridors within the Coyote Valley along with integration of flood protection and water resources, agricultural preservation and public recreation. It sets forth a vision of land acquisition and long-term ecological restoration to ensure that critical wildlife connectivity is not lost to urbanization. The report was finalized in 2017 and bound copies were distributed to key partners as well as are available to the public.

Implementation of the vision plan is ongoing to ensure that wildlife crossings can be integrated with transportation and other projects as well as standalone on-the-ground projects to improve wildlife crossings and reduce mortality.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$24,368
<b>FY 2017/2018 TOTAL</b>			<b>\$24,368</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$5,309
<b>FY 2016/2017 TOTAL</b>			<b>\$5,309</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$29,677</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$22,374
Supplies and Consumables	\$307
Outside Services	\$1,686
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$24,368</b>

**Outside Services include:** Design and Content

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

EPC # 1

## Santa Clara Valley Greenprint Update

Project  
Number  
P-000023

Program  
Conservation

Status  
Delayed

### Project Description

The objective of the Santa Clara Valley Greenprint Update is to rebuild the geographic information system (GIS) data that was used to create the Greenprint. The rebuild includes updating various layers to identify conservation priority lands, performing a robust evaluation of lands to confirm conservation values and continuously updating data that was used to develop the Greenprint to enhance ongoing conservation analysis.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$137
<b>FY 2017/2018 TOTAL</b>			<b>\$137</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$4,253
<b>FY 2016/2017 TOTAL</b>			<b>\$4,253</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$4,390</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$137
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$137</b>

Outside Services include: N/A

Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.

Project  
Number  
P-000024

Program  
Conservation

Status  
In Progress

### Project Description

This project encompasses the larger conservation vision for the long term protection of Coyote Valley. It is a critical wildlife corridor between the Santa Cruz Mountains and the Diablo Range and includes an important floodplain just upstream of San Jose. It also contains some of the last remaining prime farms soils in the County. Finally, it presents an unique opportunity to connect people to nature and the region's agricultural heritage. The strategy includes cross-departmental work on a comprehensive plan to protect and maintain the multiple natural and agricultural benefits and environmental services, including wildlife connectivity in Coyote Valley across thousands of acres. Given the current development threats to the remaining vacant lands in Coyote Valley, this initiative has been a key focus of the Authority. This work requires extensive technical planning, policy review and coordination with a wide range of partners and stakeholders.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$89,115
<b>FY 2017/2018 TOTAL</b>			<b>\$89,115</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$163,228
<b>FY 2016/2017 TOTAL</b>			<b>\$163,228</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	\$18,103
<b>FY 2015/2016 TOTAL</b>			<b>\$18,103</b>
<b>PROJECT TOTAL</b>			<b>\$270,446</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$86,675
Supplies and Consumables	\$2,182
Outside Services	\$165
Other Services and Fees	\$92
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$89,115</b>

Outside Services include: Legal

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

Project  
Number  
P-000025

Program  
Conservation

Status  
In Progress

### Project Description

On September 22, 2016, Governor Brown signed AB 2087 into law. This new law establishes a conservation planning tool called a Regional Conservation Investment Strategy (RCIS) to promote the conservation of species, habitats, and other natural resources and enable advance mitigation for public infrastructure projects.

The Santa Clara Valley Open Space Authority sponsored development of an RCIS for Santa Clara County and a small area in the northern portion of San Benito County that encompasses the Soap Lake Floodplain in the Upper Pajaro River region.

The California Department of Fish and Wildlife and community stakeholders have been reviewing the draft and working on finalizing the report.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$29,918
FY 2017/2018	The Nature Conservancy	Bechtel Foundation	\$35,235
<b>FY 2017/2018 TOTAL</b>			<b>\$65,153</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$21,936
FY 2016/2017	The Nature Conservancy	Bechtel Foundation	\$101,670
<b>FY 2016/2017 TOTAL</b>			<b>\$123,606</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	\$6,041
<b>FY 2015/2016 TOTAL</b>			<b>\$6,041</b>
<b>PROJECT TOTAL</b>			<b>\$194,800</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$28,253
Supplies and Consumables	\$632
Outside Services	\$1,033
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$29,918</b>

Outside Services include: Legal

Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.

Project  
Number  
P-000026

Program  
Conservation

Status  
In Progress

### Project Description

The Santa Clara Valley Agricultural Plan is a regional planning effort led by Santa Clara County and the Santa Clara Valley Open Space Authority to protect Southern Santa Clara County's important farmland and reduce future effects of climate change. The project is funded in part by a statewide program called the Sustainable Agricultural Lands Conservation Program (SALCP) which provides cap and trade funding to protect agricultural lands in order to reduce greenhouse gas emissions to meet California's climate change goals. The Santa Clara County Agricultural Plan was completed in 2017. The Authority assisted with the Plan design, and printed copies of the report for distribution to key partners. The County and Authority are working on implementing the Agricultural Plan, including developing an Agricultural Conservation Easement program, and the Santa Clara County has been awarded a second grant funded through SALCP for this work.

Efforts to implement and fund the plan, including the identification of the priority farmlands for conservation and the best mechanisms to fund and secure easements, are ongoing.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$87,045
<b>FY 2017/2018 TOTAL</b>			<b>\$87,045</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$102,098
<b>FY 2016/2017 TOTAL</b>			<b>\$102,098</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	\$7,545
<b>FY 2015/2016 TOTAL</b>			<b>\$7,545</b>
<b>PROJECT TOTAL</b>			<b>\$196,688</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$77,046
Supplies and Consumables	\$1,099
Outside Services	\$8,900
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$87,045</b>

**Outside Services include:** Design and Content

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

# Santa Clara Valley Greenprint Implementation Funding/Grant Research

EPC # 1

Project  
Number  
P-000027

Program  
Conservation

Status  
In Progress

## Project Description

The goal of the Santa Clara County Greenprint Implementation Strategy is to identify new open space and agricultural land conservation funding sources and partnership opportunities through advanced mitigation, cap and trade funding, potential state programs and other sources.

Grant opportunities are also reviewed for possible fit with the Authority's initiatives and projects and to determine if an application is warranted. If so, grant applications with supporting documents meeting grant requirements are submitted for review. The scope of work also includes developing funding strategies and strategic partnerships to fund priority acquisitions, new public access facilities at Authority preserves, restoration projects, and regional conservation planning initiatives necessary to implement Measure Q.

## Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$47,682
<b>FY 2017/2018 TOTAL</b>			<b>\$47,682</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$1,702
<b>FY 2016/2017 TOTAL</b>			<b>\$1,702</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$49,384</b>

## FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$42,391
Supplies and Consumables	\$13
Outside Services	\$5,202
Other Services and Fees	\$76
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$47,682</b>

Outside Services include: Legal

Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.

Project  
Number  
P-000048

Program  
Conservation

Status  
In Progress

### Project Description

The Authority's Santa Clara Valley Greenprint identified Coyote Valley as one of the top 10 conservation priority areas, where the Authority and its partners have the best opportunity for realizing the vision of a protected and connected landscape. In order to support the protection of Coyote Valley and educate the public about the Valley's important resources, a Communications Strategy should be developed and implemented to include:

**Messaging:** Develop important messages about Coyote Valley that will be used to communicate with various audiences, including the public and key stakeholders.

**Collateral:** Develop collateral pieces (maps, brochures, etc.) that educate audiences about the importance of preserving Coyote Valley and/or initiatives that the Authority is leading within Coyote Valley.

**Tours:** Lead tours of Coyote Valley that show the valley's important resources – agriculture, wildlife habitat, water resources, etc. Provide educational materials with key messaging.

**Outreach:** Offer educational events that highlight Coyote Valley's importance. Deliver key messages of Coyote Valley to continually educate about its importance. Also includes engagement of media services to help deliver education about Coyote Valley to large public audiences.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$41,098
<b>FY 2017/2018 TOTAL</b>			<b>\$41,098</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$43,431
<b>FY 2016/2017 TOTAL</b>			<b>\$43,431</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	\$3,373
<b>FY 2015/2016 TOTAL</b>			<b>\$3,373</b>
<b>PROJECT TOTAL</b>			<b>\$87,902</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$25,923
Supplies and Consumables	\$5,379
Outside Services	\$9,409
Other Services and Fees	\$388
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$41,098</b>

**Outside Services include:** Media

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*



EPC # 1

## Barrett Canyon Acquisition

Project  
Number  
P-000106

Program  
Acquisition

Status  
In Progress

### Project Description

The Authority coordinated with Peninsula Open Space Trust (POST) to acquire the 325.4 Barrett Canyon property from the Horstmeyer family in May 2018. The property has over one mile of Barrett Creek, a perennial stream that drains into Almaden Reservoir. This acquisition provides a key connection between the Authority's Rancho Cañada del Oro Open Space Preserve and the Midpeninsula Regional Open Space District's Sierra Azul Open Space Preserve, linking over 31,000 acres of protected lands in the Santa Cruz Mountains for the first time and providing opportunities for regional trail connections between the two preserves. POST will transfer the property to the Authority by the end of 2018. In the interim, the Authority manages the property in accordance with License and Management Agreement with POST, which was executed in February 2018.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$11,290
<b>FY 2017/2018 TOTAL</b>			<b>\$11,290</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$274
<b>FY 2016/2017 TOTAL</b>			<b>\$274</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	\$436
<b>FY 2015/2016 TOTAL</b>			<b>\$436</b>
<b>PROJECT TOTAL</b>			<b>\$12,000</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$8,286
Supplies and Consumables	
Outside Services	\$2,954
Other Services and Fees	\$50
Equipment and Maintenance	
Facilities and Utilities	
Acquisitions	
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$11,290</b>

**Outside Services include:** Legal

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

EPC # 1

## Lasalle Acquisition

Project  
Number  
P-000110

Program  
Acquisition

Status  
Completed

### Project Description

The Lasalle family donated 112 acres of redwood habitat adjacent to Uvas Canyon County Park to the Authority. The property is located in the Southern Santa Cruz Mountains and is the Authority's first redwoods preserve. It is located within a critical landscape linkage that connects habitat in the Santa Cruz Mountains to the Gabilan Range. Croy Creek and a smaller tributary, both perennial, run through the property and provide habitat for native rainbow trout and riffle sculpin. The property was identified in the Santa Clara Valley Greenprint as having very high conservation values. The Countywide Trails Master Plan has a proposed trail route that runs through the property, connecting the Alec Canyon Trail in Uvas Canyon County Park to Uvas Reservoir County Park to the east. The Board approved the acceptance of the donation in August 2014 and escrow closed in February 2018.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$31,012
<b>FY 2017/2018 TOTAL</b>			<b>\$31,012</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$6,574
<b>FY 2016/2017 TOTAL</b>			<b>\$6,574</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$37,586</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$4,189
Supplies and Consumables	\$6
Outside Services	\$578
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	\$26,239
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$31,012</b>

**Outside Services include:** Legal

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

EPC # 1

## Conservation Easement Monitoring

Project  
Number  
P-000112

Program  
Conservation

Status  
In Progress

### Project Description

As of June 30, 2018, the Authority holds twelve (12) conservation easements. Once an easement is recorded, staff prepares a baseline report of existing conditions to record the uses and structures on the site. Each year, staff conducts annual monitoring and creates a report for each easement to document any changes that may have taken place and to ensure that the site is being managed in compliance with the terms of the easement.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$132,757
<b>FY 2017/2018 TOTAL</b>			<b>\$132,757</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$5,599
<b>FY 2016/2017 TOTAL</b>			<b>\$5,599</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$138,356</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$31,281
Supplies and Consumables	\$100
Outside Services	\$101,376
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$132,757</b>

Outside Services include: Legal

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

EPC # 1

## Natural Resource Policy and Planning

Project  
Number  
P-000123

Program  
Resource  
Management

Status  
In Progress

### Project Description

An ongoing project that encompasses strategic planning coordination within the Authority and with regional partners to engage in current and state of the art resource management practices and projects on Authority preserves. Scope of work includes specialized training or discussion related to natural resource management practices and tools that are the subject of research. This assists the agency in staying current with best practices and with planning and developing new management projects that provide maximum benefits for its lands and efficiency for the field teams and others conducting the work. Work will also include coordination with field staff on resource management activities and day to day oversight of the resource management program.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$22,665
<b>FY 2017/2018 TOTAL</b>			<b>\$22,665</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$13,367
<b>FY 2016/2017 TOTAL</b>			<b>\$13,367</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$36,032</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$22,556
Supplies and Consumables	\$3
Outside Services	-
Other Services and Fees	\$106
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$22,665</b>

Outside Services include: N/A

Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.

EPC # 1

## GIS Program Development

Project  
Number  
P-000124

Program  
Conservation

Status  
In Progress

### Project Description

The Geographic Information Systems (GIS) Program supports nearly every aspect of the agency's mission by providing accurate and up-to-date spatial data in the office and in the field. GIS analysis is required to confirm conservation values of potential land acquisition projects and to develop Preserve use and management plans. The GIS Program Development project is focused on developing new capabilities for collecting, maintaining, and hosting spatial data that can support operations in the office and field. The primary focus of the project is developing a 2-5 year development plan for the GIS program that increases overall staff efficiency and effectiveness by improving in-house hardware and developing a central online portal. The secondary focus of this project is to continue to develop novel and necessary spatial data to inform decisions.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$8,955
<b>FY 2017/2018 TOTAL</b>			<b>\$8,955</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$3,673
<b>FY 2016/2017 TOTAL</b>			<b>\$3,673</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$12,628</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$8,807
Supplies and Consumables	-
Outside Services	\$149
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$8,955</b>

**Outside Services include:** Legal

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

EPC # 1

## PG&E Easement Coordination on Coyote Ridge

Project  
Number  
P-000125

Program  
Conservation

Status  
Completed

### Project Description

Pacific Gas and Electric Company (PG&E) has a major gas pipeline that runs through the southwestern portion of the Authority's 1,831-acre Coyote Ridge Open Space Preserve (CROSP). This pipeline serves the Bay Area and is located within an existing PG&E easement that provides for access and maintenance. PG&E requested to purchase a new easement covering approximately 4,500 square feet on CROSP for PG&E's C-225 Deep Well Anode Installation Project (Project). The Project involves the installation of a deep well anode within their existing gas pipeline easement that runs through CROSP for pipeline safety. The anode prevents corrosion of the gas pipeline. Work under this project includes coordinating the execution of the easement with property partners and legal counsel. Staff and legal fees are to be reimbursed by PG&E.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$4,103
<b>FY 2017/2018 TOTAL</b>			<b>\$4,103</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$6,972
<b>FY 2016/2017 TOTAL</b>			<b>\$6,972</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$11,075</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$2,724
Supplies and Consumables	-
Outside Services	\$1,379
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$4,103</b>

**Outside Services include:** Legal

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

EPC # 1

## High Speed Rail Planning and Coordination

Project  
Number  
P-000126

Program  
Conservation

Status  
In Progress

### Project Description

The scope of work includes coordinating with the High Speed Rail Authority (HSRA) to share information about sensitive habitat areas (including wildlife corridors) that could be impacted by future HSRA facilities and to explore opportunities for regional advance mitigation funding associated with the project. Regional advance mitigation funding developed through negotiations with the High Speed Rail Authority may be used to secure high priority lands necessary for landscape connectivity, endangered species habitat, or farmland protection. This project also includes review and comment on the Project Environmental Impact Report, and extensive coordination with stakeholders to address and reduce impacts to regionally significant open space and farmland resources.

Staff continues to participate in meetings, tours and workshops with the High Speed Rail Authority.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$38,886
<b>FY 2017/2018 TOTAL</b>			<b>\$38,886</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$15,384
<b>FY 2016/2017 TOTAL</b>			<b>\$15,384</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$54,270</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$37,626
Supplies and Consumables	\$1,260
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$38,886</b>

Outside Services include: N/A

Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.

Project  
Number  
P-000134

Program  
Resource  
Management

Status  
In Progress

### Project Description

The objective of the study is to identify the movement patterns and habitat needs of bobcats and gray foxes, both highly mobile carnivores but different in their ecology. The study will inform how these species utilize habitat within Coyote Valley. With the use of advanced GPS-enabled collars, fine-scale movement data will help identify frequency and location of road-crossings, movement corridors across the landscape, and preferred habitat. This study represents a timely and necessary research opportunity to help prioritize land acquisition and understand the land uses that are compatible and incompatible with wildlife movement, as well as identify key areas where wildlife crossings are needed. The results of this study will directly inform land conservation, transportation planning and land use in the region, as well as inform wildlife corridor design statewide.

Field collaring of species was completed and a final report of the results is being developed.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$23,508
FY 2017/2018	CA Dept of Fish and Wildlife	Local Assistance Grant	\$56,450
<b>FY 2017/2018 TOTAL</b>			<b>\$79,958</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$12,214
FY 2016/2017	CA Dept of Fish and Wildlife	Local Assistance Grant	\$18,680
<b>FY 2016/2017 TOTAL</b>			<b>\$30,894</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$110,852</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$18,223
Supplies and Consumables	-
Outside Services	\$4,910
Other Services and Fees	\$375
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$23,508</b>

**Outside Services include:** Wildlife Management; Testing & Inspection

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*



EPC # 1

## Fisher Flats Acquisition and Management

Project  
Number  
P-000186

Program  
Acquisition

Status  
In Progress

### Project Description

The Authority coordinated with the Peninsula Open Space Trust (POST) to acquire the 30-acre Fisher Flats property as part of the expansion of the Coyote Valley Open Space Preserve. POST will transfer the property to the Authority (subject to board approval). In the interim, the Authority manages the property in accordance with a License and Management Agreement with POST, which was executed in August 2017.

This project includes helping POST manage the property on an interim basis and staying involved with POST's work on site remediation and management planning prior to transfer.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$5,648
<b>FY 2017/2018 TOTAL</b>			<b>\$5,648</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	
<b>FY 2016/2017 TOTAL</b>			
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	
<b>FY 2015/2016 TOTAL</b>			
<b>PROJECT TOTAL</b>			<b>\$5,648</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$4,577
Supplies and Consumables	\$45
Outside Services	\$1,027
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$5,648</b>

**Outside Services include:** Legal

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

Project  
Number  
P-000188

Program  
Conservation

Status  
In Progress

### Project Description

As part of the Authority's conservation efforts in the region, the agency reviews regional plans, development projects and associated environmental impact reports and agency initiatives or policies that may have an effect on conservation within the Authority's jurisdictions. These projects may also alert Authority staff to a potential acquisition opportunity that needs to be reviewed. Work included under this project number encompasses reviewing the policy or project documents and developing a response or series of comments that needs to be submitted to the relevant agency such that they consider the Authority's position and potentially make a more informed decision. There are also times when these projects require legal review.

The Authority is respected in the conservation community, and the preparation of expert comments and technical narratives for the purpose of informing or guiding partner agency decision-making is a critical part of the Authority's mission-wide conservation work.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$2,688
<b>FY 2017/2018 TOTAL</b>			<b>\$2,688</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	
<b>FY 2016/2017 TOTAL</b>			
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	
<b>FY 2015/2016 TOTAL</b>			
<b>PROJECT TOTAL</b>			<b>\$2,688</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$2,681
Supplies and Consumables	\$7
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$2,688</b>

Outside Services include: N/A

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

EPC # 1

## Fisher's Bend Acquisition and Management

Project  
Number  
P-000200

Program  
Acquisition

Status  
In Progress

### Project Description

The Authority coordinated with the Peninsula Open Space Trust (POST) to acquire the 63-acre Fisher's Bend property as part of the expansion of Coyote Valley Open Space Preserve. POST will transfer it to the Authority (subject to board approval). In the interim, the Authority manages the property in accordance with a License and Management Agreements with POST, which was executed in November 2017.

Authority staff coordinated with the POST team to manage an agricultural easement on the property and gather initial biological and other site data that can inform interim and long-term planning.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$5,200
<b>FY 2017/2018 TOTAL</b>			<b>\$5,200</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	
<b>FY 2016/2017 TOTAL</b>			
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	
<b>FY 2015/2016 TOTAL</b>			
<b>PROJECT TOTAL</b>			<b>\$5,200</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$3,311
Supplies and Consumables	
Outside Services	\$1,889
Other Services and Fees	
Equipment and Maintenance	
Facilities and Utilities	
Acquisitions	
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$5,200</b>

**Outside Services include:** Legal

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

# Agricultural Conservation Easement Marketing and Branding

EPC # 1

Project Number  
P-000230

Program  
Conservation

Status  
In Progress

## Project Description

As part of the implementation of the Santa Clara Valley Agricultural Plan, this project is specifically focused on seeking funding to develop a targeted marketing and branding strategy to link institutional buyers in the Silicon Valley with agricultural producers in the Santa Clara Valley and to raise public awareness about the important values that agricultural lands provide.

Initial outreach to determine funding sources and benefits of a branding strategy has started.

## Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$116
<b>FY 2017/2018 TOTAL</b>			<b>\$116</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	
<b>FY 2016/2017 TOTAL</b>			
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	
<b>FY 2015/2016 TOTAL</b>			
<b>PROJECT TOTAL</b>			<b>\$116</b>

## FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	-
Supplies and Consumables	-
Outside Services	\$116
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$116</b>

Outside Services include: Legal

Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report



EXPENDITURE PLAN CATEGORY #2

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EPC # 2

## Coyote Ridge Pond Restoration Project

Project  
Number  
P-000013

Program  
Capital  
Improvement

Status  
In Progress

### Project Description

The Authority and the Valley Habitat Agency are partnering to restore two ponds on Coyote Ridge Open Space Preserve. In both ponds there were headcuts through the earthen berm preventing ponding conditions. The project is intended to enhance habitat for California red-legged frogs and other aquatic species by repairing the earthen berms, improving the overflow spillways, and enlarging and deepening the two ponds to increase ponding duration. The scope of work includes design and engineering services, as well as construction services. The Valley Habitat Agency is leading the project and is paying for the majority of the costs, including the majority of the Authority's staff time.

Staff time for coordination of this project with VHA is not reimbursable.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$321
<b>FY 2017/2018 TOTAL</b>			<b>\$321</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$764
<b>FY 2016/2017 TOTAL</b>			<b>\$764</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$1,085</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$321
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$321</b>

Outside Services include: N/A

Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.

## South Valley Meadow Enhancement Project

Project  
Number  
P-000015

Program  
Capital  
Improvement

Status  
In Progress

### Project Description

The Coyote Valley Open Space Preserve Use and Management Plan (Plan) approved by the Authority Board on September 26, 2013, identified restoration and enhancement of the South Valley Meadow as a key natural resource management goal. The South Valley Meadow Restoration Project (Project) includes the restoration of an approximately 8.5 acre seasonal wet meadow and riparian complex located near the entrance of the Preserve. The project restores ecological and hydrological balance, reducing erosion and sedimentation from previously deeply incised drainage channels and improving wildlife habitat with the creation of a seasonal pond and new plantings of native grassland and riparian vegetation.

Construction was completed in Fall 2017 and related project finances have been closed out. The Regional Water Quality Control Board requires monitoring reports of plant and wildlife species as well as overall site conditions to be completed annually.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$8,446
<b>FY 2017/2018 TOTAL</b>			<b>\$8,446</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$223,173
FY 2016/2017	Santa Clara Valley Water District	Priority D Grant Program	\$251,170
<b>FY 2016/2017 TOTAL</b>			<b>\$474,343</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	\$46,133
<b>FY 2015/2016 TOTAL</b>			<b>\$46,133</b>
<b>PROJECT TOTAL</b>			<b>\$528,922</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$8,239
Supplies and Consumables	\$6
Outside Services	-
Other Services and Fees	\$200
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$8,446</b>

Outside Services include: N/A

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*



# RMA 1600 Permit with CA Department of Fish and Wildlife

EPC # 2

Project Number  
P-000018

Program Resource Management

Status  
In Progress

## Project Description

Development of an application to enter into and maintain a Memorandum of Understanding (MOU) with the California Department of Fish and Wildlife (CDFW). This MOU allows the Authority to complete routine maintenance activities within federally protected waterways that are found within enrolled open space preserves without seeking individual permits for each project. Enrolled preserves include: Coyote Ridge, Coyote Valley, Diablo Foothills, Mount Chual, El Toro, Pajaro River Agricultural Preserve, Palassou, Rancho Canada del Oro, Sierra Vista, Upper Uvas Creek, and Uvas Creek Open Space Preserves. Approval of the MOU will still require annual status updates as well as informing CDFW of upcoming projects that may qualify under the MOU.

## Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$643
<b>FY 2017/2018 TOTAL</b>			<b>\$643</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$107
<b>FY 2016/2017 TOTAL</b>			<b>\$107</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$750</b>

## FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$643
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$643</b>

Outside Services include: N/A

Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.

Project  
Number  
P-000022

Program  
Resource  
Management

Status  
In Progress

### Project Description

In partnership with the Santa Clara Valley Water District (SCVWD), the Authority is studying the Coyote Valley to understand the historic hydrology and ecological function with an eye towards integrating water resources with land conservation and management. Together, the goal is to identify and prioritize locations in the Coyote Valley where land conservation and restoration can achieve both the goals outlined in the Coyote Valley Landscape Linkage as well as SCVWD's One Water Initiative objectives related to flood protection, recharge, and water quality / habitat enhancement. The project includes modeling and analysis to identify and integrate green infrastructure solutions within the framework of the SCVWD's Capital Improvement Plans. This work will also inform the Authority's land acquisition and restoration strategies.

Authority staff are leading the consultant team and working closely with the District staff to oversee the performance of the modeling work and associated reports and outreach.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$109,223
FY 2017/2018	Bechtel Foundation	Healthy Lands Healthy Economies	\$12,500
<b>FY 2017/2018 TOTAL</b>			<b>\$121,723</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$43,904
FY 2016/2017	Bechtel Foundation	Healthy Lands Healthy Economies	\$13,640
<b>FY 2016/2017 TOTAL</b>			<b>\$57,544</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	\$39,439
<b>FY 2015/2016 TOTAL</b>			<b>\$39,439</b>
<b>PROJECT TOTAL</b>			<b>\$218,706</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$63,087
Supplies and Consumables	\$185
Outside Services	\$45,850
Other Services and Fees	\$100
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$109,223</b>

**Outside Services include:** Conservation Planning; Legal

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*



# EXPENDITURE PLAN CATEGORY #3

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## Grazing Monitoring Program

Project  
Number  
P-000012

Program  
Resource  
Management

Status  
In Progress

### Project Description

Various preserves have leases with ranchers to perform grazing as a tool for resource management to reduce invasive species and allow for native grass and wildflower proliferation. The Authority administers a grazing program and manages contracts with various ranches and also consultants who perform grazing monitoring on an annual and ongoing basis. This provides information about the grazing protocols and how they should be adjusted for best resource management over time and also tracks conditions from year to year. Early planning and set up with an outside monitoring team took place to ascertain the benefits, costs, and duration needed to adequately monitor the longer-term effects of grazing on Authority preserves.

This is an ongoing project across several years and preserves.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$535
<b>FY 2017/2018 TOTAL</b>			<b>\$535</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	
<b>FY 2016/2017 TOTAL</b>			
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	
<b>FY 2015/2016 TOTAL</b>			
<b>PROJECT TOTAL</b>			<b>\$535</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$535
Supplies and Consumables	
Outside Services	
Other Services and Fees	
Equipment and Maintenance	
Facilities and Utilities	
Acquisitions	
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$535</b>

Outside Services include: N/A

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

Project  
Number  
P-000016

Program  
Capital  
Improvement

Status  
In Progress

### Project Description

As a result of the recent acquisition of the Leung property, the Authority has a total of 283.6 acres of agricultural land in the Pajaro River watershed in the southernmost part of its jurisdiction. Development of a strategic plan for the Pajaro River Agricultural Preserve (“PRAP”) will establish a guiding vision to direct future management and restoration of the Preserve lands. It is intended that the prime agricultural lands be used largely for active farming. The vision for PRAP also includes riparian buffers and habitat enhancement to prevent further sedimentation and point source pollution into adjacent creek areas. Restoring a healthy ecological and hydrological watershed-based system will also play a role in flood prevention and management, and will promote habitat connectivity.

Preparation and administration of a Request for Proposals for a farming lease is in progress.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$29,034
<b>FY 2017/2018 TOTAL</b>			<b>\$29,034</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$24,374
<b>FY 2016/2017 TOTAL</b>			<b>\$24,374</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	\$495
<b>FY 2015/2016 TOTAL</b>			<b>\$495</b>
<b>PROJECT TOTAL</b>			<b>\$53,902</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$26,787
Supplies and Consumables	\$6
Outside Services	\$2,112
Other Services and Fees	\$128
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$29,034</b>

**Outside Services include:** Legal

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

Project  
Number  
P-000028

Program  
Capital  
Improvement

Status  
In Progress

### Project Description

This project will utilize existing inventory reports and studies that have been prepared to date to prepare conceptual design alternatives for a central staging area and limited phase-one trail that will allow public access to the property by 2019. This plan will be part of a long-term master plan that encompasses phases of future trail connections for additional self-guided access and environmental interpretative and education stations that share the importance of this preserve within the region and the connectivity that it provides for people and wildlife. Public access to the Preserve will provide opportunities for recreation access to this area, including extending the Bay Area Ridge Trail from Joseph Grant County Park in the north to Anderson Lake County Park in the south. This project is made possible largely through a generous grant from the Gordon and Betty Moore Foundation.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$22,688
<b>FY 2017/2018 TOTAL</b>			<b>\$22,688</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$4,652
<b>FY 2016/2017 TOTAL</b>			<b>\$4,652</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	\$715
<b>FY 2015/2016 TOTAL</b>			<b>\$715</b>
<b>PROJECT TOTAL</b>			<b>\$28,055</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$10,867
Supplies and Consumables	-
Outside Services	\$11,821
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$22,688</b>

**Outside Services include:** Public Access/Facilities Maint; Mapping & GIS

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

EPC # 3

## Coyote Valley Open Space Preserve ADA Trail

Project  
Number  
P-000032

Program  
Capital  
Improvement

Status  
In Progress

### Project Description

In 2010, the Authority established the 348-acre Coyote Valley Open Space Preserve. The Preserve was opened to the public on June 27, 2015 with public access improvements that included vehicle and equestrian parking areas, picnic areas, restroom facility and a 4 mile multi-use trail. A project for the North Meadow is being planned that will provide accessible access from the parking area to an interpretive station. This will overlook experimental Western Burrowing Owl Habitat enhancement as well as hydrological restoration of the watershed lands and a branch of Fisher Creek in the meadow.

The Authority continues the ongoing work to revise the scope and design, as well as seek outside funding, for this project.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$4,143
<b>FY 2017/2018 TOTAL</b>			<b>\$4,143</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$21,383
<b>FY 2016/2017 TOTAL</b>			<b>\$21,383</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	\$83,319
<b>FY 2015/2016 TOTAL</b>			<b>\$83,319</b>
<b>PROJECT TOTAL</b>			<b>\$108,845</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$4,143
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$4,143</b>

Outside Services include: N/A

Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.



EPC # 3

## New Trail at Sierra Vista Open Space Preserve

Project  
Number  
P-000034

### Project Description

A trail expansion project at Sierra Vista Open Space Preserve that includes installation of a 45' fiberglass bridge. The project will expand and create a loop trail system to the existing Vista Point staging area, enhancing the preserve user experience and providing more access options. The trail is expected to be opened to the public in 2018.

Program  
Capital  
Improvement

Due to road work related to weather damage, the trail completion was delayed during this reporting period.

Status  
Delayed

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$633
<b>FY 2017/2018 TOTAL</b>			<b>\$633</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$70,770
<b>FY 2016/2017 TOTAL</b>			<b>\$70,770</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	\$37,491
<b>FY 2015/2016 TOTAL</b>			<b>\$37,491</b>
<b>PROJECT TOTAL</b>			<b>\$108,894</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$633
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$633</b>

Outside Services include: N/A

Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.

# Rancho Cañada del Oro Open Space Preserve Public Access Plan: Blair Trail

EPC # 3

Project  
Number  
P-000036

Program  
Capital  
Improvement

Status  
In Progress

## Project Description

Development of a plan to allow public access to the Blair Ranch area within the Rancho Cañada del Oro Open Space Preserve includes developing a scope of work for the planning, design and construction of trail improvements and completing the California Environmental Quality Act (CEQA) document.

Feasibility for a Phase 1 project is underway to develop a pedestrian bridge over Uvas Creek to allow a longer distance access to the ranch until smaller loop trails can be opened.

## Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$3,621
<b>FY 2017/2018 TOTAL</b>			<b>\$3,621</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$440
<b>FY 2016/2017 TOTAL</b>			<b>\$440</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	\$572
<b>FY 2015/2016 TOTAL</b>			<b>\$572</b>
<b>PROJECT TOTAL</b>			<b>\$4,633</b>

## FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$3,621
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$3,621</b>

Outside Services include: N/A

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

## Monthly Land Stewards Program

Project  
Number  
P-000040

Program  
Environmental  
Education

Status  
In Progress

### Project Description

Volunteer programs, especially those that engage participants in projects on Authority preserve lands, build a deeper understanding of the region's natural systems, build strong relationships between the Authority and the communities where the projects occur, and build a sense of ownership of the resource improvements by the participants who contributed to those improvements. The Monthly Land Stewards Program is designed to augment Authority Field staff capacity by providing intensive work project assistance for priority projects, saving the Authority significant labor costs by achieving work results without hiring additional staff.

The objective is to develop the program to provide for consistent, robust volunteer attendance at monthly land steward activities, providing increased opportunities for people to interact with their natural environment.

The Monthly Land Stewards Program has successfully matured to show consistent and robust attendance at each month's activities, and is 90% completed.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$14,320
<b>FY 2017/2018 TOTAL</b>			<b>\$14,320</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$10,662
<b>FY 2016/2017 TOTAL</b>			<b>\$10,662</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$24,982</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$12,591
Supplies and Consumables	\$1,095
Outside Services	\$169
Other Services and Fees	\$464
Equipment and Maintenance	
Facilities and Utilities	
Acquisitions	
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$14,320</b>

**Outside Services include:** Transportation

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

## Environmental Education Partnerships

Project  
Number  
P-000043

Program  
Environmental  
Education

Status  
Completed

### Project Description

The purpose of developing environmental education partnerships is primarily to extend the educational reach of the Authority through delivery of programs by partners on the Authority's behalf. This project provides for programs to be given by multiple organizations or agencies in locations that are close to public transportation or within walking distance of deep engagement communities and other underserved populations. The program allows for educators and interpreters with varying levels of experience and backgrounds to collaborate in the creation of educational programs, sharing knowledge, expertise, and the cost of materials and staffing for such programs through the sharing of educational resource materials, biofacts, art and craft supplies and live animals. These partnerships provide the Authority with access to members of the community that would otherwise be difficult to reach due to language challenges, cultural differences, lack of awareness of open space and other barriers.

The Authority intends to identify partners and to coordinate and contract with them to deliver environmental education programs.

This project was dropped in favor of developing an Environmental Education Grants Program (P-000178).

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$2,929
<b>FY 2017/2018 TOTAL</b>			<b>\$2,929</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$120,947
<b>FY 2016/2017 TOTAL</b>			<b>\$120,947</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	\$37,563
<b>FY 2015/2016 TOTAL</b>			<b>\$37,563</b>
<b>PROJECT TOTAL</b>			<b>\$161,439</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$2,929
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$2,929</b>

Outside Services include: N/A

Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.

Project  
Number  
P-000045

Program  
Environmental  
Education

Status  
Delayed

### Project Description

The initial report, completed and presented to the Board of Directors in 2015, mapped various demographic and environmental burdens and barriers that might exist for certain populations in accessing nature and open space. Phase II of this report adds additional data layers that go beyond the barriers studied in the first report, to focus more on needs for access to nature and open space in urban areas. These additional geographically represented data layers include park and trail accessibility (provided by the Trust for Public Land), health indicators, such as childhood obesity rates and heart disease rates (provided by Santa Clara County Health Dept.), access to healthy foods (provided by the Health Trust), and anecdotal reports of cultural needs for open space in urban areas (facilitated by New America Media). The intent is to compile this data into an updated report, and in the following year, make all the data available to the general public through interactive web-based maps, so that the public at large, and especially Urban Open Space Grant Program applicants, can define their projects to have the maximum beneficial impacts on the communities where the need is greatest. The data will also be used by the Authority to inform location and content of Environmental Education programming.

All elements of the Phase II report have been completed except for the Ecological Resilience User's Guide, which is approximately 50% complete. This final element was delayed due to resource constraints within the Authority and with the contracted vendor.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$7,033
<b>FY 2017/2018 TOTAL</b>			<b>\$7,033</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$12,018
FY 2016/2017	Resources Legacy Fund	Grant	\$50,000
<b>FY 2016/2017 TOTAL</b>			<b>\$62,018</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$69,051</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$4,406
Supplies and Consumables	\$1,557
Outside Services	\$1,070
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$7,033</b>

**Outside Services include:** Community Relations

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

Project  
Number  
P-000046

Program  
Environmental  
Education

Status  
In Progress

### Project Description

The “Deep Engagement Communities” identified in the Understanding Our Community community assessment report of 2015 are those communities for whom barriers to access of nature and open space are likely to be higher (due to indicators such as household income, language barriers, access to private transportation, etc.) and for whom environmental burdens are greater (indicated by the State of California CalEnviroScreen data). The Authority seeks to engage more deeply with these communities through partnerships on many levels (City and County leaders, community leaders, local community groups and non-profits, enlightened corporations, etc.), in order to better understand the barriers and burdens mentioned above, with the hopes of identifying a role or roles the Authority could play in reducing those barriers and burdens. This role may include, for instance, honing the Urban Open Space Grant Program project selection criteria to support high-impact investments in those communities, refining our environmental education programs to better meet the needs of those communities, or to build stronger partnerships with community organizations that, together with the Authority, could reach more deeply into those communities than the Authority could do on its own.

This project includes the development of a plan for Deep Engagement Community partnerships which will lay out a strategic prioritization of the various initial partners.

Work on the Partnership Plan is in progress, and approximately 60% complete.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$5,111
<b>FY 2017/2018 TOTAL</b>			<b>\$5,111</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$5,370
<b>FY 2016/2017 TOTAL</b>			<b>\$5,370</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$10,481</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$5,111
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$5,111</b>

Outside Services include: N/A

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

# Coyote Valley Open Space Preserve Operations & Maintenance

EPC # 3

Project Number  
P-000087

Program  
Operations

Status  
In Progress

## Project Description

The daily operation, management and stewardship of the Authority's lands and public access facilities includes trail and preserve maintenance, resource management such as grazing management, invasive plant management, site monitoring, resource and habitat enhancement, monitoring and maintaining capital structures, and careful stewardship and reporting for contract land management and mitigation.

Coyote Valley Open Space Preserve is located at the western edge of the Coyote Valley, which provides a greenbelt between San Jose and Morgan Hill. While only 20 miles from downtown San Jose, this 348-acre preserve offers a true rural and wilderness experience.

Coyote Valley Open Space Preserve is open to the public, with over 45,000 visitors annually. The following amenities are managed and maintained by the Authority:

- 4 miles of trail
- Picnic tables
- Restrooms
- Staging area
- Park benches
- Equestrian Lot

## Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$102,112
<b>FY 2017/2018 TOTAL</b>			<b>\$102,112</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$105,362
<b>FY 2016/2017 TOTAL</b>			<b>\$105,362</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$207,474</b>

## FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$82,053
Supplies and Consumables	\$8,555
Outside Services	\$2,548
Other Services and Fees	-
Equipment and Maintenance	\$5,867
Facilities and Utilities	\$3,090
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$102,112</b>

**Outside Services include:** Grazing Programs; Legal

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

# Sierra Vista Open Space Preserve Operations & Maintenance

EPC # 3

Project Number  
P-000088

Program  
Operations

Status  
In Progress

## Project Description

The daily operation, management and stewardship of the Authority's lands and public access facilities includes trail and preserve maintenance, resource management such as grazing management, invasive plant management, site monitoring, resource and habitat enhancement, monitoring and maintaining capital structures, and careful stewardship and reporting for contract land management and mitigation.

This 1,611-acre preserve in the Eastern foothills of Santa Clara County offers sweeping views of the Valley and the opportunity to stroll through diverse landscapes including oak woodlands, rolling grassland, and chaparral communities. Perched above Alum Rock Park, the area provides watershed protection for Penitencia Creek and is home to a number of protected wildlife species including the California red-legged frog, California tiger salamander, American badger, and Western burrowing owl and other species such as golden eagle, mountain lion, bobcat, and gray fox.

Sierra Vista Open Space Preserve is open to the public, with over 100,000 visitors annually. The following amenities are managed and maintained by the Authority:

- 11.5 miles of trail
- Picnic tables
- Equestrian Lot
- Staging area
- Park benches

## Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$253,618
<b>FY 2017/2018 TOTAL</b>			<b>\$253,618</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$172,300
<b>FY 2016/2017 TOTAL</b>			<b>\$172,300</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$425,918</b>

## FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$196,748
Supplies and Consumables	\$26,000
Outside Services	\$15,793
Other Services and Fees	\$112
Equipment and Maintenance	\$12,387
Facilities and Utilities	\$2,579
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$253,618</b>

**Outside Services include:** Legal; Grazing Programs; Public Access/Facilities Maint; Fire Management

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*



# Coyote Ridge Open Space Preserve Operations & Maintenance

EPC # 3

Project Number  
P-000089

Program  
Operations

Status  
In Progress

## Project Description

The daily operation, management and stewardship of the Authority's lands and public access facilities includes trail and preserve maintenance, resource management such as grazing management, invasive plant management, site monitoring, resource and habitat enhancement, monitoring and maintaining capital structures, and careful stewardship and reporting for contract land management and mitigation.

The Coyote Ridge property is located in the Diablo Range foothills east of Hwy 101 in southern Santa Clara County. The 1,859-acre property boasts rare serpentine grassland, which is vital to the threatened Bay checkerspot butterfly and Metcalf Canyon jewelflower, and provides critical habitat for the California red-legged frog, California tiger salamander, Tule elk, Western burrowing owls, golden eagles, and many other raptors.

Coyote Ridge Open Space Preserve currently offers docent-led hikes.

## Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$18,956
<b>FY 2017/2018 TOTAL</b>			<b>\$18,956</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$19,417
<b>FY 2016/2017 TOTAL</b>			<b>\$19,417</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$38,373</b>

## FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$13,991
Supplies and Consumables	\$3,768
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	\$1,196
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$18,956</b>

Outside Services include: N/A

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

# Rancho Cañada del Oro Open Space Preserve Operations & Maintenance

EPC # 3

Project Number  
P-000090

Program  
Operations

Status  
In Progress

## Project Description

The daily operation, management and stewardship of the Authority's lands and public access facilities includes trail and preserve maintenance, resource management such as grazing management, invasive plant management, site monitoring, resource and habitat enhancement, monitoring and maintaining capital structures, and careful stewardship and reporting for contract land management and mitigation.

Rancho Cañada del Oro Open Space Preserve is located in the foothills of the Santa Cruz Mountains in South Santa Clara County. A glistening creek runs along the Llagas Meadow and deer, bobcat, mountain lions, and other wildlife roam throughout the 4,774-acre preserve. In the spring months, wildflowers adorn the meadow and hillsides.

The preserve is open to the public, with over 35,000 visitors annually. The following amenities are managed and maintained by the Authority:

- 8.3 miles of trail
- Park benches
- Overflow Parking Lot
- Staging area
- Restrooms
- Picnic tables
- Equestrian Lot

## Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$198,427
<b>FY 2017/2018 TOTAL</b>			<b>\$198,427</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$221,699
<b>FY 2016/2017 TOTAL</b>			<b>\$221,699</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$420,126</b>

## FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$156,875
Supplies and Consumables	\$26,762
Outside Services	\$4,216
Other Services and Fees	\$625
Equipment and Maintenance	\$3,258
Facilities and Utilities	\$6,691
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$198,427</b>

**Outside Services include:** Grazing Programs; Public Access/Facilities Maint; Vegetation Management; Wildlife Management

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

# Diablo Foothills Open Space Preserve Operations & Maintenance

EPC # 3

Project Number  
P-000091

Program  
Operations

Status  
In Progress

## Project Description

The daily operation, management and stewardship of the Authority's lands and public access facilities includes trail and preserve maintenance, resource management such as grazing management, invasive plant management, site monitoring, resource and habitat enhancement, monitoring and maintaining capital structures, and careful stewardship and reporting for contract land management and mitigation.

This 819-acre preserve has a half acre pond and several creeks that are part of the primary watershed for the Pajaro River, which flows toward Monterey Bay. The preserve also offers habitat for California red-legged frogs and California tiger salamanders, and features Coast Live Oak and annual grasslands.

Diablo Foothills Open Space Preserve currently offers docent-led hikes.

## Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$18,299
<b>FY 2017/2018 TOTAL</b>			<b>\$18,299</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$21,651
<b>FY 2016/2017 TOTAL</b>			<b>\$21,651</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$39,950</b>

## FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$12,747
Supplies and Consumables	\$3,334
Outside Services	\$1,944
Other Services and Fees	-
Equipment and Maintenance	\$274
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$18,299</b>

**Outside Services include:** Grazing Programs

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

# Little Uvas Open Space Preserve Operations & Maintenance

EPC # 3

Project Number  
P-000092

Program  
Operations

Status  
In Progress

## Project Description

The daily operation, management and stewardship of the Authority's lands and public access facilities includes trail and preserve maintenance, resource management such as grazing management, invasive plant management, site monitoring, resource and habitat enhancement, monitoring and maintaining capital structures, and careful stewardship and reporting for contract land management and mitigation.

Located in the Southern Santa Cruz Mountains, Little Uvas Creek consists primarily of serpentine hardwoods and grasslands, grey pine, and oak woodland. A total of five perennial ponds are located on the 285-acre property.

Little Uvas Open Space Preserve currently offers docent-led hikes.

## Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$5,327
<b>FY 2017/2018 TOTAL</b>			<b>\$5,327</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$12,741
<b>FY 2016/2017 TOTAL</b>			<b>\$12,741</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$18,068</b>

## FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$4,804
Supplies and Consumables	\$368
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	\$155
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$5,327</b>

Outside Services include: N/A

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

# Palassou Ridge Open Space Preserve Operations & Maintenance

EPC # 3

Project Number  
P-000093

Program  
Operations

Status  
In Progress

## Project Description

The daily operation, management and stewardship of the Authority's lands and public access facilities includes trail and preserve maintenance, resource management such as grazing management, invasive plant management, site monitoring, resource and habitat enhancement, monitoring and maintaining capital structures, and careful stewardship and reporting for contract land management and mitigation.

Palassou Ridge connects Coyote Lake-Harvey Bear Ranch County Park to Henry Coe State Park. This 3,524-acre preserve has deep, wooded canyons and rolling grassy hills as well as important habitat for California red-legged frogs and California tiger salamanders. The property contains a historic stone house and was a campsite for the Anza Expedition.

Palassou Ridge Open Space Preserve currently offers docent-led hikes.

## Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$37,825
<b>FY 2017/2018 TOTAL</b>			<b>\$37,825</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$29,035
<b>FY 2016/2017 TOTAL</b>			<b>\$29,035</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$66,860</b>

## FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$12,007
Supplies and Consumables	\$23,957
Outside Services	\$1,595
Other Services and Fees	-
Equipment and Maintenance	\$289
Facilities and Utilities	(\$22)
Acquisitions	
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$37,825</b>

**Outside Services include:** Wildlife Management

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

# North Pajaro River Agricultural Preserve Operations & Maintenance

EPC # 3

Project Number  
P-000095

Program  
Operations

Status  
In Progress

## Project Description

The daily operation, management and stewardship of the Authority's lands and public access facilities includes trail and preserve maintenance, resource management such as grazing management, invasive plant management, site monitoring, resource and habitat enhancement, monitoring and maintaining capital structures, and careful stewardship and reporting for contract land management and mitigation.

The North Pajaro River Agricultural Preserve contains several historical structures. The 100-acre preserve is in agricultural production and is important to protecting the working lands and agricultural heritage of Santa Clara County. 21 acres of the preserve are in active restoration to provide a natural buffer along wetland areas and enhance native vegetation within a historic flood plain. The Pajaro River is a critical wildlife corridor connecting the Diablo and Santa Cruz Mountains and provides important riparian habitat.

North Pajaro River Agricultural Preserve does not offer public access at this time; however, frequent land stewards events are hosted by the Authority at this Preserve.

## Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$29,500
<b>FY 2017/2018 TOTAL</b>			<b>\$29,500</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$14,092
<b>FY 2016/2017 TOTAL</b>			<b>\$14,092</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$43,592</b>

## FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$12,752
Supplies and Consumables	\$1,568
Outside Services	\$8,185
Other Services and Fees	-
Equipment and Maintenance	\$3,390
Facilities and Utilities	\$3,606
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$29,500</b>

**Outside Services include:** Vegetation Management; Legal; Wildlife Management

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

# Santa Teresa Foothills Open Space Preserve Operations & Maintenance

EPC # 3

Project Number  
P-000096

Program  
Operations

Status  
In Progress

## Project Description

The daily operation, management and stewardship of the Authority's lands and public access facilities includes trail and preserve maintenance, resource management such as grazing management, invasive plant management, site monitoring, resource and habitat enhancement, monitoring and maintaining capital structures, and careful stewardship and reporting for contract land management and mitigation.

Located on Santa Teresa Ridge in San Jose's Santa Teresa neighborhood, this 61-acre area is a gateway to 1,500 acres of open space land. It provides sweeping views across the Almaden Valley to downtown San Jose and the Mt. Hamilton Range. The Authority will work with the community on a plan for future public access at this new preserve.

## Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$2,911
<b>FY 2017/2018 TOTAL</b>			<b>\$2,911</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$12,561
<b>FY 2016/2017 TOTAL</b>			<b>\$12,561</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$15,472</b>

## FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$2,397
Supplies and Consumables	\$294
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	\$187
Facilities and Utilities	\$33
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$2,911</b>

Outside Services include: N/A

Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.

# Upper Uvas Open Space Preserve Operations & Maintenance

EPC # 3

Project Number  
P-000097

Program  
Operations

Status  
In Progress

## Project Description

The daily operation, management and stewardship of the Authority's lands and public access facilities includes trail and preserve maintenance, resource management such as grazing management, invasive plant management, site monitoring, resource and habitat enhancement, monitoring and maintaining capital structures, and careful stewardship and reporting for contract land management and mitigation.

Part of the Santa Cruz Mountains, the headwaters of Uvas Creek drain through the mountain's slopes, providing high-quality aquatic habitat and water supply. Douglas fir and Gray pines are also found on this 1,253-acre rugged terrain.

## Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$3,936
<b>FY 2017/2018 TOTAL</b>			<b>\$3,936</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$12,929
<b>FY 2016/2017 TOTAL</b>			<b>\$12,929</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$16,865</b>

## FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$3,530
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	\$406
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$3,936</b>

Outside Services include: N/A

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*



# Mount Chual Open Space Preserve Operations & Maintenance

EPC # 3

Project Number  
P-000098

Program  
Operations

Status  
In Progress

## Project Description

The daily operation, management and stewardship of the Authority's lands and public access facilities includes trail and preserve maintenance, resource management such as grazing management, invasive plant management, site monitoring, resource and habitat enhancement, monitoring and maintaining capital structures, and careful stewardship and reporting for contract land management and mitigation.

As the third highest peak in the Santa Cruz Mountains, this 632-acre preserve has panoramic views of the Diablo Range with chaparral and Bay Laurel plant communities. It also contains the headwaters for Llagas Creek which provides essential water supply and aquatic habitat for fish and amphibians.

## Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$4,607
<b>FY 2017/2018 TOTAL</b>			<b>\$4,607</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$17,542
<b>FY 2016/2017 TOTAL</b>			<b>\$17,542</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$22,149</b>

## FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$4,421
Supplies and Consumables	\$30
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	\$156
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$4,607</b>

Outside Services include: N/A

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

## El Toro Open Space Preserve Operations & Maintenance

Project  
Number  
P-000099

Program  
Operations

Status  
In Progress

### Project Description

The daily operation, management and stewardship of the Authority's lands and public access facilities includes trail and preserve maintenance, resource management such as grazing management, invasive plant management, site monitoring, resource and habitat enhancement, monitoring and maintaining capital structures, and careful stewardship and reporting for contract land management and mitigation.

Nestled above Morgan Hill, in the Santa Cruz Mountains, this 58-acre hillside is home to Coast Live Oak, California bay woodlands, chaparral, and grasslands.

El Toro Open Space Preserve does not currently offer public access at this time. The Authority is coordinating with the City of Morgan Hill to secure public access to El Toro.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$34,112
<b>FY 2017/2018 TOTAL</b>			<b>\$34,112</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$23,721
<b>FY 2016/2017 TOTAL</b>			<b>\$23,721</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$57,833</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$27,817
Supplies and Consumables	\$3,519
Outside Services	\$116
Other Services and Fees	-
Equipment and Maintenance	\$339
Facilities and Utilities	\$2,322
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$34,112</b>

**Outside Services include:** Legal

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

EPC # 3

## 5-Year Capital Improvement Plan

Project  
Number  
P-000121

Program  
Capital  
Improvement

Status  
In Progress

### Project Description

Development of a Capital Improvement Plan (CIP) that defines key projects that will be completed within the next five years. An assessment of existing improvements across all preserves as well as user needs, grant funding opportunities and overall budget allowances will help inform the plan that serves as a guide for what capital improvements will be undertaken by the agency.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$9,852
<b>FY 2017/2018 TOTAL</b>			<b>\$9,852</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$12,360
<b>FY 2016/2017 TOTAL</b>			<b>\$12,360</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$22,212</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$9,798
Supplies and Consumables	\$54
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$9,852</b>

Outside Services include: N/A

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

## Loma Fire Response and Restoration

Project  
Number  
P-000136

Program  
Operations

Status  
In Progress

### Project Description

In late September 2016, a 4,000+ acre fire, known as the Loma Fire, erupted in the Santa Cruz Mountains, impacting several Open Space Authority Preserves: Rancho Cañada del Oro, Mt Chual, and Upper Uvas Creek.

In response to this unforeseen event, the Authority created a separate operations and maintenance project to track the time and effort provided by Authority staff with assisting Emergency Response Units for the duration of the fire: providing logistical support, fire lookout, hazard mitigation, community outreach, and fire line scouting. Immediately after the fire was controlled, Authority staff expanded the scope of the response project to include working with Cal Fire to identify areas of the fire suppression activities that needed repair and/or rebuild by Cal Fire. Additionally, Authority staff instituted an invasive species mitigation plan to reduce the number of invasive plants establishing in the recent fire suppression areas.

Authority staff continues to monitor progress and provide technical expertise to the contractors performing the work.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$36,385
<b>FY 2017/2018 TOTAL</b>			<b>\$36,385</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$112,428
<b>FY 2016/2017 TOTAL</b>			<b>\$112,428</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$148,813</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$3,655
Supplies and Consumables	-
Outside Services	\$32,730
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$36,385</b>

**Outside Services include:** Site Monitoring; Legal

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

EPC # 3

## El Toro Open Space Preserve Management and Planning

Project  
Number  
P-000155

Program  
Capital  
Improvement

Status  
In Progress

### Project Description

Development of a public access and management plan for El Toro Open Space Preserve. The Authority is working with the City of Morgan Hill to plan and implement trails, trailheads, and parking areas as well as signage and overall management of the preserve.

Initial development work has included public workshops to help the Authority engage with the community about open space access to El Toro.

Staff continues to track opportunities for access to El Toro.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$4,955
<b>FY 2017/2018 TOTAL</b>			<b>\$4,955</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$1,229
<b>FY 2016/2017 TOTAL</b>			<b>\$1,229</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$6,184</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$1,029
Supplies and Consumables	-
Outside Services	\$3,926
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$4,955</b>

Outside Services include: Legal

Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.

EPC # 3

## Pajaro River Agricultural Preserve Clean Up

Project  
Number  
P-000156

Program  
Operations

Status  
Completed

### Project Description

Clean-up and removal of agricultural debris, non-native vegetation, household debris and graffiti on an 100.6-acre parcel in the Pajaro River Agricultural Preserve. In preparation for soliciting proposals for an agricultural tenant, Authority staff will remove more than 3,200 cubic yards of agricultural debris, non-native plants, and household debris. Additional work on the property will include: discing the agricultural fields, securing and boarding up of existing historical structures, removal of more than 100 tires and several abandoned vehicles, painting over graffiti, and installing fencing and gates to secure the property from unauthorized access.

Major clean-up work on the property is complete. The Preserve is now managed as part of the Authority's regular Preserve Operations and Maintenance program.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$185,372
<b>FY 2017/2018 TOTAL</b>			<b>\$185,372</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$17,053
<b>FY 2016/2017 TOTAL</b>			<b>\$17,053</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$202,425</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$52,157
Supplies and Consumables	\$1,149
Outside Services	\$130,334
Other Services and Fees	-
Equipment and Maintenance	\$1,272
Facilities and Utilities	\$460
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$185,372</b>

**Outside Services include:** Public Access/Facilities Maint

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

## Winter 2017 Storm Repairs

Project  
Number  
P-000157

Program  
Operations

Status  
In Progress

### Project Description

During the winter of 2016/2017 several large rain and wind events occurred. During these events Authority staff were present on the properties to monitor the impacts of the runoff and heavy winds. Priority was given to those preserves that were impacted by the 2016 Loma Fire, due to the loss of vegetative cover and the threat of large scale wasting events, and all areas that are open to the public. Additionally, Authority staff took preventative measures to help reduce the damage to Authority assets during these events. Each of the Authority properties were impacted and required maintenance to repair damage sustained during the storms. After the events Authority staff assessed the damage, prioritized impacted sites and started the necessary work to repair the sites. Damage caused by the storm events ranged from washed out roads, clogged culverts, downed trees, severe rutting and rilling on road beds, damaged drainage structures, flooded trails, damaged fencing and gates, damaged interpretive panels, impacted drainage crossings and damaged bridge structures. In addition to the heavily used and traveled areas Authority staff also conducted preserve wide assessments to identify any additional storm damage within areas not typically patrolled. The Authority has applied for federal and state funding from the Federal Emergency Management Agency (FEMA) and the California Governor's Office of Emergency Services (CalOES) to support future repair projects.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$9,255
<b>FY 2017/2018 TOTAL</b>			<b>\$9,255</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$23,198
<b>FY 2016/2017 TOTAL</b>			<b>\$23,198</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$32,453</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$4,277
Supplies and Consumables	-
Outside Services	\$4,978
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$9,255</b>

**Outside Services include:** Legal

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

EPC # 3

## Coyote Ridge Grazing Improvements

Project  
Number  
P-000158

Program  
Resource  
Management

Status  
In Progress

### Project Description

Implementation of a grazing management plan across the 4,160 acres at the Coyote Ridge Open Space Preserve, Coyote Ridge Preserve, and Valley Transportation Authority lands focuses on reducing severity and extent of invasive species; enhancing the ecosystem health of grasslands, promoting native plant species and maintaining habitat for native grassland species and other threatened species. The project will also enhance 45 acres of wetlands, riparian corridors, and adjacent upland habitat by installing exclusion fencing and installing/replacing troughs for the threatened California red-legged frog and other riparian and wetland species.

Initial grant administration underway.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$5,379
<b>FY 2017/2018 TOTAL</b>			<b>\$5,379</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	\$1,751
<b>FY 2016/2017 TOTAL</b>			<b>\$1,751</b>
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	-
<b>FY 2015/2016 TOTAL</b>			<b>-</b>
<b>PROJECT TOTAL</b>			<b>\$7,130</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$5,280
Supplies and Consumables	-
Outside Services	\$99
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$5,379</b>

Outside Services include: Legal

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*



# Develop Strategic Environmental Education Grants Program

EPC # 3

Project Number  
P-000178

Program  
Environmental Education

Status  
Completed

## Project Description

A strategic environmental education grants program has been developed to support organizations, cities, the County, and schools in providing specific program subject matter, geographies, and populations that match the Authority's priorities, as guided by Measure Q Expenditure Plan and the Authority's Understanding our Community report.

Environmental Education Grants Program developed and approved by Board of Directors in Dec 2017; grant program implemented and grants awarded in May 2018.

## Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$68,146
<b>FY 2017/2018 TOTAL</b>			<b>\$68,146</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	
<b>FY 2016/2017 TOTAL</b>			
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	
<b>FY 2015/2016 TOTAL</b>			
<b>PROJECT TOTAL</b>			<b>\$68,146</b>

## FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$65,252
Supplies and Consumables	\$7
Outside Services	\$2,888
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$68,146</b>

Outside Services include: Legal

Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.

# Develop Strategic Community Neighborhood Engagement Plan

EPC # 3

Project Number  
P-000179

Program  
Community Engagement

Status  
Completed

## Project Description

The Authority's El Toro and Santa Teresa Foothills Open Space Preserves are located at the urban edge, presenting a unique opportunity to engage neighbors in volunteer efforts, benefiting the Preserves, and also building strong local relationships. Docent-led hikes, cleanups, and other land-based activities will be planned, in close coordination with Field staff.

Engagement Plan completed in Fall 2017, and includes elements for volunteer activities, outreach, speaking engagements, environmental education programs, and proposals for future engagement with specific local representatives. Implementation of Plan underway on a continuing basis.

## Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$2,747
<b>FY 2017/2018 TOTAL</b>			<b>\$2,747</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	
<b>FY 2016/2017 TOTAL</b>			
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	
<b>FY 2015/2016 TOTAL</b>			
<b>PROJECT TOTAL</b>			<b>\$2,747</b>

## FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$2,472
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	\$275
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$2,747</b>

Outside Services include: N/A

Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.

EPC # 3

## Calaveras Fault Trail

Project  
Number  
P-000201

Program  
Capital  
Improvement

Status  
Completed

### Project Description

During the winter of 2016/17 several large rain and wind events occurred. During these events Alum Rock Falls Road had a catastrophic failure. Alum Rock Falls Road is an access road for several residences that surround the Sierra Vista Open Space Preserve to the south. Due to the closure of Alum Rock Falls Road the Authority and the City of San Jose entered into an agreement to allow the Alum Rock Falls Road residents to use the Calaveras Fault Trail as an access route to their residences. General grading work to the trail surface was needed to ensure that the trail surface can sustain daily vehicular traffic throughout the time period that Alum Rock Falls Road remains closed to vehicular traffic. Work included installation of rolling dips, culvert replacement, surface grading and adding rock to the tread to harden the surface at strategic locations. Under terms of the agreement with the City the Authority was reimbursed for all hard costs associated with the Calaveras Fault Trail Improvement project.

### Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$121,325
<b>FY 2017/2018 TOTAL</b>			<b>\$121,325</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	
<b>FY 2016/2017 TOTAL</b>			
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	
<b>FY 2015/2016 TOTAL</b>			
<b>PROJECT TOTAL</b>			<b>\$119,020</b>

### FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$1,768
Supplies and Consumables	-
Outside Services	\$119,557
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$121,325</b>

**Outside Services include:** Public Access/Facilities Maint; Legal; Engineering

*Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.*

# South Pajaro River Agricultural Preserve Operations & Maintenance

EPC # 3

Project Number  
P-000202

Program  
Operations

Status  
In Progress

## Project Description

The daily operation, management and stewardship of the Authority's lands and public access facilities includes trail and preserve maintenance, resource management such as grazing management, invasive plant management, site monitoring, resource and habitat enhancement, monitoring and maintaining capital structures, and careful stewardship and reporting for contract land management and mitigation.

The 184-acre preserve has been in continuous agricultural production since at least 1939 and is important to protecting the working lands and agricultural heritage of Santa Clara County. The Pajaro River is a critical wildlife corridor connecting the Diablo and Santa Cruz Mountains and provides important riparian habitat. 10 acres of the preserve is part of an active restoration to provide a natural buffer from agricultural practices along the north bank of the Pajaro River.

South Pajaro River Agricultural Preserve does not offer public access at this time; however, frequent land stewards events are hosted by the Authority at this Preserve.

## Expenditure Overview

Fiscal Year	Funder	Funding Source	Amount
FY 2017/2018	Open Space Authority	Measure Q Parcel Tax	\$2,490
<b>FY 2017/2018 TOTAL</b>			<b>\$2,490</b>
FY 2016/2017	Open Space Authority	Measure Q Parcel Tax	
<b>FY 2016/2017 TOTAL</b>			
FY 2015/2016	Open Space Authority	Measure Q Parcel Tax	
<b>FY 2015/2016 TOTAL</b>			
<b>PROJECT TOTAL</b>			<b>\$2,490</b>

## FY 2017/2018 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$586
Supplies and Consumables	\$44
Outside Services	\$1,861
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
<b>TOTAL FOR FISCAL YEAR 2017/2018</b>	<b>\$2,490</b>

Outside Services include: Legal

Note: Information on the types of expenditures that may be classified into each expense category can be found on page 9 of this report.

**Section III:  
Measure Q Urban Open  
Space Grant Program  
and Disbursements**

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### Grant Programs Funded by Measure Q

The Urban Open Space Grant Program and the Environmental Education Grant Program are both funded by Measure Q and offer grants that will benefit communities and neighborhoods within the Authority's jurisdiction. The Authority's jurisdiction includes the cities of San Jose, Milpitas, Santa Clara, Campbell, Morgan Hill and unincorporated areas of Santa Clara County.

#### **The Measure Q Urban Open Space Grant**

**Program** addresses the needs of urban communities, including areas that currently have limited access to preserves and parks. The grant program aims to fund projects that will improve the quality of life for urban residents. The competitive grants are open to non-profits, public agencies, schools and school districts, and are awarded in one or more of these four categories:

- Environmental Stewardship and Restoration
- Parks, Trails, and Public Access
- Environmental Education
- Urban Agriculture/Food Systems

#### **The Environmental Education Grant Program**

aims to advance environmental literacy and nature-oriented experiences for children, adults, and families free of charge. This competitive grant program will fund nature and science-based environmental education programs and youth engagement projects offered through public agencies, schools and school districts, and non-profits.

- Natural Resources
- Water and watersheds
- Agriculture
- Nature's health benefits

Each fiscal year, the Authority may set aside up to 25% of the Measure Q Parcel Tax revenue received to fund the grant programs. These **allocations** are earmarked as restricted funds and made available for the next grant cycle. The Authority's Board of Directors solicits applications and approves the grant **awards**. The Authority records and reports the **disbursement** when payment is made to reimburse the grantee.

For Fiscal Year 2017/2018, the Board approved an allocation of \$500,000, or 6.33% of the Measure Q Parcel Tax revenue received, to fund the grant programs.

### Measure Q Urban Open Space Grant Guidelines

The Board-approved [Measure Q Urban Open Space Grant Program Guidelines](#) document outlines the process and criteria the Authority will use to solicit grant applications, evaluate proposals, and award grants.

The document provides applicants with general information about the current solicitation, such as total funds available for award, eligibility, public workshop times and locations, and important dates and deadlines. It further defines the project categories, types and requirements, as well as the evaluation criteria to which the Authority's review committee adheres when reviewing and scoring each application. All eligible applications are presented at a publicly-noticed Citizens' Advisory Committee (CAC) meeting where CAC members review and provide feedback to staff for inclusion in final recommendations to the Board of Directors. Staff presents the recommendations and CAC feedback to the Authority's Board of Directors at a publicly-noticed meeting and the Board makes final award decisions in line with the goals and objectives of the Measure Q Expenditure Plan.

Grant agreements are drafted and reviewed by the Authority's Legal Counsel. The grant agreements include the general terms and conditions of funding as well as a detailed Scope of Work, Project Goals, and Project Budget that are used to evaluate reimbursement requests, project deliverables and work progress. Grantees are required to submit final reports confirming completion of the project and project goal results, which the Authority verifies against the grant agreement.

During the independent audit, disbursements paid during the fiscal year are reviewed against the grant agreements.

Through this process from award to disbursement, the Board provides feedback and approval on the grant awards, staff reviews and processes reimbursements, and the independent auditor examines disbursements to ensure all projects funded by the Authority with Measure Q funds support the urban communities within the Authority's boundaries and are consistent with the Authority's mission and objectives of the *Expenditure Plan*.



## Fiscal Year 2017/2018 Grant Cycles

### Measure Q Urban Open Space Grants

#### **Bay Area Ridge Trail Council**

*Feasibility Study for Bay Area Ridge Trail Section - Santa Teresa County Park to Coyote Creek Trail*

Grant Award: \$62,122

#### **Bay Area Wilderness Training**

*South Bay Expansion*

Grant Award: \$62,705

#### **City of Morgan Hill**

*West Little Llagas Creek Interpretive Wildlife Trail Project*

Grant Award: \$100,000

#### **City of San Jose**

*Guadalupe Oak Grove Park Outdoor Classroom*

Grant Award: \$30,000

#### **City of Santa Clara**

*Bowers Park Habitat Restoration & Pathway Installation*

Grant Award: \$59,250

#### **Guadalupe River Park Conservancy**

*Guadalupe Gardens Open Space Protection*

Grant Award: \$27,010

#### **Keep Coyote Creek Beautiful**

*Coyote Creek Education Project Expansion*

Grant Award: \$67,134

#### **Living Classroom**

*Campbell Union Elementary School District Edible and Native Habitat Gardens*

Grant Award: \$65,000

#### **Our City Forest**

*Urban Forestry Outdoor Classroom*

Grant Award: \$100,000

#### **Sacred Heart Community Service**

*Evans Lane Community Garden*

Grant Award: \$100,000

#### **Valley Verde**

*San Jose Home Garden Project*

Grant Award: \$45,000

#### **Veggielution**

*Veggielution: Roots Down*

Grant Award: \$75,040

### Measure Q Environmental Education Grants

#### **Bay Area Older Adults**

*Older Adults Environmental Education Park Crawl*

Grant Award: \$8,000

#### **Bay Area Wilderness Training**

*Bay Area Wilderness Training South Bay Growth*

Grant Award: \$15,000

#### **Guadalupe River Park Conservancy**

*Outdoor Environmental Education for Students from Title 1 Schools*

Grant Award: \$22,038

#### **Keep Coyote Creek Beautiful**

*Coyote Creek Bioblitz Events*

Grant Award: \$14,312

#### **Living Classroom**

*Garden-Based Instruction for Campbell Union Elementary School District*

Grant Award: \$10,000

#### **Sacred Heart Community Service**

*La Mesa Verde Gardening Education Program*

Grant Award: \$24,971

#### **San Francisco Bay Wildlife Society**

*Tai Chi and Family Yoga at the Wildlife Refuge*

Grant Award: \$6,055

#### **San Jose Children's Discovery Museum**

*Happy Trails*

Grant Award: \$24,875

#### **Veggielution**

*Eastside Explorers*

Grant Award: \$20,000

Grant Disbursements and Balances as of June 30, 2018

A summary of all awards and disbursements made as of June 30, 2018, is shown below.

**Table 11: Urban Open Space Grant Program**

Grantee	Award	Disbursements	Balance
Children’s Discovery Museum	308,765.00	308,765.00	-
SAGE	10,000.00	10,000.00	-
Guadalupe River Park Conservancy	24,987.00	22,488.30	2,498.70
Latinos United for a New America (LUNA)	250,000.00	-	250,000.00
Bay Area Wilderness Training	40,000.00	40,000.00	-
Joseph George Middle School / Citizen Schools	24,675.00	-	24,675.00
San Jose State University Research Foundation	166,740.00	61,279.07	105,460.93
City of Campbell	35,762.00	17,095.22	18,666.78
Santa Clara County Public Health Department	250,000.00	38,816.61	211,183.39
Santa Clara County Creeks Coalition	12,142.00	12,142.00	-
Bay Area Ridge Trail Council	51,401.00	29,317.37	22,083.63
The Regents of the University of California / UCCE Santa Clara Cty	167,411.00	-	167,411.00
The Santa Clara County Food System Alliance	24,999.00	-	24,999.00
Keep Coyote Creek Beautiful	76,703.00	48,299.88	28,403.12
City of Morgan Hill	248,012.00	4,050.00	243,962.00
San Francisco Bay Bird Observatory	34,500.00	19,660.42	14,839.58
Friends of Master Gardeners of Santa Clara County	132,353.00	100,500.41	31,852.59
Bay Area Ridge Trail Council	62,122.00	-	62,122.00
Bay Area Wilderness Training	62,705.00	-	62,705.00
City of Morgan Hill	100,000.00	-	100,000.00
City of San Jose	30,000.00	-	30,000.00
City of Santa Clara	59,250.00	-	59,250.00
Guadalupe River Park Conservancy	27,010.00	-	27,010.00
Keep Coyote Creek Beautiful	67,134.00	-	67,134.00
Living Classroom	65,000.00	-	65,000.00
Our City Forest	100,000.00	-	100,000.00
Sacred Heart Community Service	100,000.00	-	100,000.00
Valley Verde	45,000.00	-	45,000.00
Veggielution	75,040.00	-	75,040.00
Bay Area Older Adults	8,000.00	-	8,000.00
Bay Area Wilderness Training	15,000.00	-	15,000.00
Guadalupe River Park Conservancy	22,038.00	-	22,038.00
Keep Coyote Creek Beautiful	14,312.00	-	14,312.00
Living Classroom	10,000.00	-	10,000.00
Sacred Heart Community Service	24,971.00	-	24,971.00
San Francisco Bay Wildlife Society	6,055.00	-	6,055.00
San Jose Children’s Discovery Museum	24,875.00	-	24,875.00
Veggielution	20,000.00	-	20,000.00
<b>TOTALS</b>	<b>\$2,796,962.00</b>	<b>\$712,414.28</b>	<b>\$2,084,547.72</b>

Section IV:  
MQEOC and  
Administrative  
Expenditures

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### Measure Q Expenditure Oversight Committee Costs

Measure Q Expenditure Oversight Committee Costs represent expenditures related to the ongoing costs of administering committee meetings. Expenses include fees for the annual audit preparation, expenses for public meetings conducted by the MQEOC, legal costs for MQEOC, and staff time for board packet preparation related to MQEOC meetings. Expenses charged to this program cannot exceed  $\frac{1}{10}$  of 1% of Measure Q gross revenues. Table 12 summarizes the expenses incurred for Fiscal Year 2017/2018.

Table 12: Breakdown of MQEOC Costs	Amount
Committee and Board Packet Preparation	\$1,077
Annual Independent Financial Audit Services and Preparation	\$2,000
Legal Counsel Services	\$4,822
<b>TOTAL MQEOC COSTS</b>	<b>\$7,899</b>

### Administrative Costs

Administrative expenses are costs that the Authority incurs during the ordinary course of business, and not directly associated to a specific expense category or Measure Q project. Administrative expenses may include, but are not limited to: legal services, facility maintenance, electricity and other utilities, business insurance, fees and taxes, general office supplies, computer software and equipment, and printing and courier expenses.

As defined by the *Expenditure Plan*, no more than 5% of the revenue generated by Measure Q may be used for administrative expenses. Accordingly, the Authority only charges a portion of its total annual administrative expenses to Measure Q. Any remaining balance is charged to other funding sources. The administrative expenses are reviewed and verified by the independent auditor to ensure the portion charged to Measure Q does not exceed the 5% allowance.

Administrative expenses charged to the Urban Open Space Grant Program primarily consist of staff time spent reviewing and processing grant agreements and disbursements and managing the overall grant cycle process. Additional administrative expenses related to Measure Q include staff time spent preparing and publishing the *Annual Measure Q Status Report* and contracting for parcel tax engineering services with a tax administrator. Other general administrative costs related to running the Authority are allowed under the *Expenditure Plan*. In this Fiscal Year 2017/2018, Measure Q allowed the Authority to purchase land management supplies, small tools, and fuel used by the general office and field staff. Preparation of board packets, including staff time, printing costs, and courier costs, was also funded by Measure Q. Table 13 summarizes the expenses incurred and charged to the Measure Q fund in Fiscal Year 2017/2018.

Table 13: Breakdown of Administrative Costs	Amount
Urban Open Space Grant Program Administration	\$108,510
Annual Measure Q Status Report Preparation	\$13,282
Measure Q Parcel Tax Engineering Services	\$7,210
General Supplies and Consumables	\$252,933
General Packet Preparation Related to Measure Q	\$13,016
<b>TOTAL ADMINISTRATIVE COSTS</b>	<b>\$394,951</b>



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# APPENDICES

- A. Index of Projects Funded by Measure Q in Fiscal Year 2017/2018
- B. Responses to the Measure Q Oversight Report and Recommendations
- C. The Open Space, Wildlife Habitat, Clean Water and Increased Public Access Expenditure Plan

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## Index of Projects Funded by Measure Q in Fiscal Year 2017/2018

Project Number	EPC	Project	Funds Expended in FY 17/18	Status	Page Number
P-000012	3	Grazing Monitoring Program	\$ 535	In Progress	55
P-000013	2	Coyote Ridge Pond Restoration Project	\$ 321	In Progress	49
P-000015	2	South Valley Meadow Enhancement Project	\$ 8,446	In Progress	50
P-000016	3	Pajaro River Agricultural Preserve Strategic Plan	\$ 29,034	In Progress	56
P-000018	2	RMA 1600 Permit with CA Department of Fish and Wildlife	\$ 643	In Progress	51
P-000019	1	Priority Land Acquisition Projects	\$ 136,771	In Progress	27
P-000021	1	Coyote Valley Landscape Linkage	\$ 24,368	In Progress	28
P-000022	2	Coyote Valley Water Resources Investment Strategy	\$ 109,223	In Progress	52
P-000023	1	Santa Clara Valley Greenprint Update	\$ 137	In Progress	29
P-000024	1	Coyote Valley Conservation Strategy	\$ 89,115	In Progress	30
P-000025	1	Regional Conservation Investment Strategy	\$ 29,918	In Progress	31
P-000026	1	Santa Clara Valley Agricultural Plan	\$ 87,045	In Progress	32
P-000027	1	Santa Clara Valley Greenprint Implementation Funding/Grant Research	\$ 47,682	In Progress	33
P-000028	3	Coyote Ridge Open Space Preserve Public Access Plan	\$ 22,688	In Progress	57
P-000032	3	Coyote Valley Open Space Preserve ADA Trail	\$ 4,143	In Progress	58
P-000034	3	New Trail at Sierra Vista Open Space Preserve	\$ 633	Delayed	59
P-000036	3	Rancho Cañada del Oro Open Space Preserve Public Access Plan: Blair Trail	\$ 3,621	In Progress	60
P-000040	3	Monthly Land Stewards Program	\$ 14,320	In Progress	61
P-000043	3	Environmental Education Partnerships	\$ 2,929	Completed	62
P-000045	3	Understanding Our Communities Phase II	\$ 7,033	Delayed	63
P-000046	3	Deep Engagement Communities Partnership Plan	\$ 5,111	In Progress	64
P-000048	1	Coyote Valley Communications Strategy	\$ 41,098	In Progress	34
P-000087	3	Coyote Valley Open Space Preserve Operations & Maintenance	\$ 102,112	In Progress	65
P-000088	3	Sierra Vista Open Space Preserve Operations & Maintenance	\$ 255,923	In Progress	66
P-000089	3	Coyote Ridge Open Space Preserve Operations & Maintenance	\$ 18,956	In Progress	67
P-000090	3	Rancho Cañada del Oro Open Space Preserve Operations & Maintenance	\$ 198,427	In Progress	68
P-000091	3	Diablo Foothills Open Space Preserve Operations & Maintenance	\$ 18,299	In Progress	69

Project Number	EPC	Project	Funds Expended in FY 17/18	Status	Page Number
P-000092	3	Little Uvas Open Space Preserve Operations & Maintenance	\$ 5,327	In Progress	70
P-000093	3	Palassou Ridge Open Space Preserve Operations & Maintenance	\$ 37,825	In Progress	71
P-000095	3	North Pajaro River Agricultural Preserve Operations & Maintenance	\$ 29,500	In Progress	72
P-000096	3	Santa Teresa Foothills Open Space Preserve Operations & Maintenance	\$ 2,911	In Progress	73
P-000097	3	Upper Uvas Open Space Preserve Operations & Maintenance	\$ 3,936	In Progress	74
P-000098	3	Mount Chual Open Space Preserve Operations & Maintenance	\$ 4,607	In Progress	75
P-000099	3	El Toro Open Space Preserve Operations & Maintenance	\$ 34,112	In Progress	76
P-000106	1	Barrett Canyon Acquisition	\$ 11,290	In Progress	35
P-000110	1	Lasalle Acquisition	\$ 31,012	Completed	36
P-000112	1	Conservation Easement Monitoring	\$ 132,757	In Progress	37
P-000121	3	5-Year Capital Improvement Plan	\$ 9,852	In Progress	77
P-000123	1	Natural Resource Policy and Planning	\$ 22,665	In Progress	38
P-000124	1	GIS Program Development	\$ 8,955	Delayed	39
P-000125	1	PG&E Easement Coordination on Coyote Ridge	\$ 4,103	Completed	40
P-000126	1	High Speed Rail Planning and Coordination	\$ 38,886	In Progress	41
P-000134	1	Coyote Valley Connectivity Study	\$ 23,508	In Progress	42
P-000136	3	Loma Fire Response and Restoration	\$ 36,385	In Progress	78
P-000155	3	El Toro Open Space Preserve Management and Planning	\$ 4,955	In Progress	79
P-000156	3	Pajaro River Agricultural Preserve Clean Up	\$ 185,372	Completed	80
P-000157	3	Winter 2017 Storm Repairs	\$ 9,255	In Progress	81
P-000158	3	Coyote Ridge Grazing Improvements	\$ 5,379	In Progress	82
P-000178	3	Develop Strategic Environmental Education Grants Program	\$ 68,146	Completed	83
P-000179	3	Develop Strategic Community Neighborhood Engagement Plan	\$ 2,747	Completed	84
P-000186	1	Fisher Flats Acquisition and Management	\$ 5,648	In Progress	43
P-000188	1	Regional Project Reviews	\$ 2,688	In Progress	44
P-000200	1	Fisher's Bend Acquisition and Management	\$ 5,200	In Progress	45
P-000201	3	Calaveras Fault Trail	\$ 119,020	Completed	85
P-000202	3	South Pajaro River Agricultural Preserve Operations & Maintenance	\$ 2,490	In Progress	86

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<b>Project Number</b>	<b>EPC</b>	<b>Project</b>	<b>Funds Expended in FY 17/18</b>	<b>Status</b>	<b>Page Number</b>
<b>P-000230</b>	1	Agricultural Conservation Easement Marketing and Branding	\$ 116	In Progress	46
			<b>\$ 2,107,176</b>		

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Authority Board of Directors' Response to MQEOC Oversight Report Recommendations for Fiscal Year 2016/2017

The Measure Q Expenditure Oversight Committee (MQEOC) provides an independent review of all revenues and expenditures of Measure Q Funds. The Committee, appointed by the Authority Board of Directors pursuant to Measure Q, ensures accountability, transparency and public oversight of all funds collected and allocated under Measure Q.

The Committee's roles and responsibilities, as defined by the Expenditure Plan, are to:

- Review Measure Q Plan expenditures on an annual basis to ensure they conform to the Expenditure Plan.
- Review the annual audit and report prepared by an independent auditor; and
- Submit the Committee's recommendations and oversight report to the Open Space Authority Board.

The Committee does not oversee any other Authority financial information, nor do they set policy or provide input or direction on projects, budgets, work plans or financial matters pertaining to other Authority funds.

In March 2018, the MQEOC presented the Annual Measure Q Oversight Report for Fiscal Year 2016/2017 to the Authority's Board of Directors. Their report summarized the findings of the MQEOC and provided eight recommendations regarding the revenues and expenditures of Measure Q for the past fiscal year.

On May 9, 2018 the Administration and Budget Committee reviewed the MQEOC's recommendations and prepared a response to be presented to the Board. At their meeting on June 28, 2018, the Board reviewed and considered each recommendation set forth by the Committee and discussed the responses recommended by the Administration and Budget Committee.

In response to each of the MQEOC's recommendations, the Board directed staff to:

1. Elaborate on the grant program guidelines in the Annual Status Report.
2. Continue to direct preparation of the audit as it stands currently. The annual audit is not meant to be a functional audit.
3. Expand the Administrative Expense information to include a detailed breakdown of expenses.
4. Update the charts and tables to include percentages and page numbers.
5. Provide a list of types of outside services rendered for each project.

Recommendation #1

In accordance with the Measure Q Expenditure Plan, expand the independent audit procedures to verify that “revenues expended by the Santa Clara [Valley] Open Space Authority under this plan are necessary and reasonable in carrying out its responsibilities under the Plan.”

*OSA Response:*

*During the annual budget and work plan development process, Staff proposes projects in service of the Authority’s mission and aligned with the goals and objectives of the Measure Q Expenditure Plan. Proposed projects are presented to the Board during a publicly-noticed Board Workshop, where Board reviews and discusses the projects and priorities. With the Board’s feedback and direction, Staff proceeds to develop the budget for the projects in the proposed work plan. The proposed budget is presented to the Administration and Budget Committee for review. The complete Budget and Annual Work Plan is presented to the Board during a publicly-noticed budget hearing for approval prior to the start of the fiscal year. The Budget and Annual Work Plan becomes the guiding document for staff when recording and tracking expenditures for approved projects and goals.*

*As required by the Measure Q Expenditure Plan, the Authority has engaged a certified independent auditor to perform an annual audit, which includes a comprehensive review of all Measure Q revenues and expenditures as well as an evaluation of the appropriateness of accounting policies used and the reasonableness of significant estimates made by management.*

*During the course of the audit, the auditor reviews sufficient and appropriate audit evidence to provide a basis for their opinion. Additionally, the auditor prepares a Schedule of Revenues, Expenditures, and Changes in Fund Balance Budget to Actual, presenting any variations against the final budget. The auditor reviews and compares the actual revenues and expenditures to the final budget to ensure the Authority remains in compliance with the Board-approved budget.*

*The audit procedures conducted by the independent auditor are in accordance with the 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. **Consequently, the Authority cannot direct or influence the independent auditor to conduct or expand its procedures and best practices beyond that applicable to generally accepted accounting principles.***

Recommendation #2

Further describe controls on grant funding and deliverables required to achieve project objectives.

*OSA Response:*

*Guidelines for managing the Urban Open Space Grant Program process – announcing the grant solicitation cycle, defining eligibility and requirements, evaluating grant applications, and general grant administration including processing and auditing disbursements – are outlined within the Board-approved [Measure Q Urban Open Space Grant Program Guidelines](#).*

*A review committee, comprising of staff, conducts an evaluation of each application received according to the criteria defined in the Guidelines. All eligible applications are presented at a publicly-noticed Citizens' Advisory Committee (CAC) meeting where CAC members review and provide feedback to staff for inclusion in final recommendations to the Board of Directors. Staff presents the recommendations and CAC feedback to the Authority's Board of Directors at a publicly-noticed meeting and the Board makes final award decisions in line with the goals and objectives of the Measure Q Expenditure Plan.*

*Grant agreements are drafted and reviewed by the Authority's Legal Counsel. **The grant agreements include the general terms and conditions of funding as well as a detailed Scope of Work, Project Goals, and Project Budget that are used to evaluate reimbursement requests, project deliverables and work progress. Grantees are required to submit final reports confirming completion of the project and project goal results, which the Authority verifies against the grant agreement. This provides the Authority with the guidelines and controls for administrating the grants.***

Recommendation #3

Elaborate on the accounting procedures for determining administrative costs associated with Measure Q to verify the accuracy of the 5% limitation.

*OSA Response:*

*As defined by the Expenditure Plan, "no more than 5% of the revenue generated by this measure and provided to the Santa Clara [Valley] Open Space Authority may be used for administrative expenses." Five percent of an estimated \$8 million in parcel tax revenues is approximately \$400,000 and the amount may be used by the Authority to pay for administrative expenses.*

*Administrative expenses are costs that the Authority incurs during the ordinary course of business, and not directly associated to a specific expense category or project. For example, administrative expenses may include, but are not limited to, staff time, legal services, facility maintenance, electricity and other utilities, business insurance, special assessment taxes, bank and payroll fees, general office and kitchen supplies, computer software and equipment, and printing expenses for board and committee packets, maps and collateral, and general public communications. The Authority's total administrative expenditures per year exceed more than \$400,000.*

***Due to the requirements stated in the Measure Q Expenditure Plan, the Authority only charges a portion of its total administrative expenses to Measure Q. This fiscal requirement is reviewed and verified by the independent financial audit report on an annual basis to ensure that no more than 5% of the revenues received from Measure Q will be used to pay the Authority's administrative expenses.***

#### Recommendation #4

Page 7 of the 2016/2017 Status Report has a table summarizing Measure Q expenditures as presented by the annual audit. This table, and by extension, the audit, should conform to the categories used in the individual project reports. Provide further clarity by using either percentages or a pie chart showing each expense category as a percent or “piece” of the total expenditures.

#### *OSA Response:*

*Subsequent Status Reports will include a pie chart to show each expense category as a percentage of total expenditures. Additionally, a note will be added to each expense table in the individual project reports to direct the reader to the section explaining the definition of each expense category.*

*The annual financial audit currently does not present expenditures by expense categories. Based on the Committee’s recommendation and with Board direction, **Staff will request the auditor to present the capital outlay and departmental expenditures by expense categories**, provided that the format conform to all accounting standards and auditing best practices.*

*The remaining expenditures (MQ Urban Open Space Grant Program, MQEOC Costs, Administrative Costs, and the SCC Assessor’s Fee) will remain as separate line items. By presenting these specific expenditures separate from project expenditures, a reader may find it easier to understand the types of expenditures allowed under the Measure Q Expenditure Plan and to assess the Authority’s compliance with the fiscal safeguards that have been put into place.*

#### Recommendation #5

Pages 11-13 of the 2016/2017 Status Report list the projects in each Expenditure Plan Category (EPC). Include page number references to facilitate locating project pages.

#### *OSA Response:*

*Subsequent Status Reports will cross reference project IDs and page numbers for easier navigation.*

#### Recommendation #6

Provide more columns in the project lists (pp 11-13) to allow for more detailed status information such as milestones (new projects), percent completed (in progress projects), targeted restart date (on hold projects). Include a column showing each project’s costs as a percentage of the category total.

#### *OSA Response:*

*Subsequent Status Reports will include an additional column in the EPC tables to show each project’s total funds expended in a fiscal year as a percentage of the category’s total expenditures.*

*The Authority’s financial accounting system does not have the capabilities to track project milestones, percentage of completion, and/or suspend and restart dates.*



**Recommendation #7**

FOR EACH PROJECT, include a list of types of “Outside Services” used. This list should be in order of dollars spent (highest to lowest).

**OSA Response:**

*Individual project reports in subsequent Status Reports will include an additional line listing the types of outside services used, when applicable.*

**Recommendation #8**

Explore opportunities for making open space more accessible to the public in support of Measure Q Expenditure Plan Category 3: Open, Improve, and Maintain Parks, Open Space, and Trails. Expand opportunities for volunteer involvement for trail related activities in support of Expenditure Plan Category 3.

**OSA Response:**

*During the annual budget and work plan development process, Staff proposes projects in service of the Authority’s mission and aligned with the goals and objectives outlined in the Santa Clara Valley Greenprint, the Authority’s 5 Year Plan, and the Measure Q Expenditure Plan. Proposed projects are presented to the Board during a publicly-noticed Board Workshop, where Board reviews and discusses the projects and priorities.*

*Based on feedback and direction received during the Board Workshop, staff has proposed projects in the Fiscal Year 2018/2019 Annual Work Plan that are in line with the goals and mission of the Authority as outlined in the Measure Q Expenditure Plan.*

***The Board approved the Fiscal Year 2018/2019 Budget and Annual Work Plan at a publicly-noticed meeting on June 14, 2018. Projects listed in the Annual Work Plan include, among others, public access planning for the Authority’s preserves, development of an Open Space Guided Access Plan, and development and maintenance of youth engagement programs.***

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## The Open Space, Wildlife Habitat, Clean Water and Increased Public Access Expenditure Plan

### A. Summary

Since its creation in 1993, the Santa Clara County Open Space Authority (OSA) has protected over 16,000 acres of open space and natural areas, preserving the natural beauty and health of our area, and protecting our region's water resources, air quality, wildlife and scenic views for residents today and future generations. Governed by a publicly elected board of directors, OSA has used funds wisely, bringing in state, federal, and private grant money, and providing annual audits in a transparent public process.

However, the Santa Clara County Open Space Authority currently faces significant challenges. As our region continues to grow, protecting hillsides and open spaces are increasingly important to our community. If adopted by voters, the Open Space, Wildlife Habitat, Clean Water, and Increased Public Access Measure (Measure) would allow OSA to protect and preserve natural open space areas for future generations by: improving parks, open spaces and trails; protecting land around creeks, rivers and streams to prevent pollution and improve local water quality; preserving wildlife habitat; expanding public access; enhancing environmental education; and protecting scenic hillsides.

The Santa Clara County Open Space Authority will ensure that the revenue generated is spent in the most efficient and effective manner possible, consistent with serving the public interest and in accordance with existing law. The Authority shall use the funding only for the purposes set forth in this Expenditure Plan ("Plan") and it shall give priority to projects in this Plan.

The high priority potential projects listed in the Plan are the result of a broad public engagement process to create a shared vision for the future of the region's open space. This vision plan developed by the Santa Clara County Open Space Authority, called the *Santa Clara Valley Greenprint*, identifies high priority open space and natural resource lands as identified in this Plan. If approved, the proceeds from the parcel tax would be allocated to fund high priority projects distributed throughout the Santa Clara County Open Space Authority's jurisdiction such as those listed below.

The Authority may annually review and propose amendments to the Plan to provide for the use of additional federal, state and local funds, to account for unexpected revenues, or to take into consideration unforeseen circumstances, provided, however, that all funds collected pursuant to the Measure shall be used solely for the purposes of this Plan as presented to the voters.

## B. Program Descriptions

### 1. Protect Open Space, Redwood Forests, Wildlife Habitat, Scenic Hillside and Agricultural Land

The purpose of this program is to permanently protect new open space lands essential to completing connections in the region's park, open space and habitat systems as identified in the Authority's *Santa Clara Valley Greenprint*, the *County Parks Acquisition Plan*, *Santa Clara Valley Habitat Plan*, and other adopted plans.

- a. Ensure permanent protection of essential open space, water resources and wildlife habitat. Areas for open space protection can include but are not limited to Baylands, East San Jose Foothills, Upper Alameda Creek Watershed, Coyote Ridge, Coyote Valley, Upper Coyote Creek Watershed, Southern Santa Cruz Mountains, Sargent Hills, Upper Pajaro River Watershed, Pacheco Creek Watershed. Protect, restore and enhance critical habitat to implement the Valley Habitat Plan such as serpentine grasslands, wetlands, redwood forests and riparian areas along creeks, rivers and streams.
- b. Leverage public and private funding and coordinate protection efforts to complete critical open space preservation
- c. Conserve the region's last remaining farmland and rangelands in and around areas such as the Coyote Valley, Morgan Hill, Gilroy and Pajaro River to protect local food and maintain environmental benefits provided by agricultural lands including water supply, groundwater recharge, flood risk reduction, and habitat protection.
  - i. Conserve high priority farmland and rangelands through voluntary agreements with willing landowners.
  - ii. Provide grants to resource conservation districts (RCDs) and other agricultural organizations to work with farmers and ranchers to promote natural resource stewardship.

### 2. Protect Land around Creeks, Rivers and Streams to Prevent Pollution and Improve Local Water Quality and Supply

The purpose of this program is to protect and restore natural areas that buffer our rivers, lakes and streams, including the Guadalupe River, Coyote Creek, Fisher Creek, Penitencia Creek, Upper Alameda Creek, Uvas Creek, Llagas Creek, Pacheco Creek, Pescadero Creek and the Pajaro River to protect water supply and water quality.

- a. Protect clean, safe drinking water supplies by restoring and enhancing natural areas around local creeks, rivers and streams from their headwaters in the hills to the Bay.
- b. Preserve key open space areas to enhance local water supply and recharge groundwater.
- c. Protect water resources, floodplains, wetlands and riparian corridors.

### 3. Open, Improve and Maintain Parks, Open Space, and Trails

The purpose of this program is to maintain existing Open Space Preserves, safeguard the health of natural areas and wildlife habitat; reduce the risk of wildfires; provide more hiking and walking trails and increase opportunities for environmental education experiences.

- a. Open and expand Preserves on existing lands, including more trails for walking, hiking and biking and more access points for residents. Develop science-based environmental education programs and facilities, trails, and other public access facilities in appropriate locations including East San Jose/Penitencia Creek/Milpitas Foothills, Coyote Ridge, Coyote Valley, Morgan Hill El Toro Peak, Almaden Valley/Santa Teresa Hills.
- b. Construct new trails and close gaps in regional hiking and bicycle trails (such as the Bay Area Ridge Trail, San Francisco Bay Trail, Coyote Creek Trail and Guadalupe River).
- c. Reduce the risk of wildfire near communities, protect air and water quality and control invasive, non-native weeds through vegetation management in coordination with fire districts, cities and the County.
- d. Provide safe, well-maintained Open Space Preserves and recreational trails, including the Bay Area Ridge Trail, San Francisco Bay Trail, Guadalupe River Trail and Coyote Creek Trail.
- e. Work with qualified organizations and entities, including, but not limited to, the California Conservation Corps, the San Jose Conservation Corps, AmeriCorps and others, to maintain facilities in Open Space Preserves including, but not limited to, cultural and historic structures, bridges, roads, and other infrastructure.
- f. Prevent pollution and vandalism of open space, water resources and wildlife habitat.

### 4. Urban Open Space, Parks and Environmental Education Program

The purpose of this Grant Program is to assist municipalities, schools and applicable non-profit organizations within the cities of Milpitas, Santa Clara, San Jose, Campbell, Morgan Hill and urban County areas to create healthy and safe open space and park areas for their communities by creating or improving parks, preserving open space and maintaining or creating trails; enhancing and restoring habitat, natural resources and water resources; and enhancing access to healthy food through urban farms and gardens.

No more than 25 percent of the revenues generated by this funding measure will be made available for this Grant Program. The Grant Program would provide grants to cities, the County, schools and non-profit organizations on a competitive basis for the types of projects listed below within the boundaries of the OSA. Funds shall be available through an annual grant allocation process designed by the Santa Clara County Open Space Authority, in coordination with cities, the County, schools and non-profit organizations within the boundaries of the OSA. Grant allocations shall reward a diversity of projects and be balanced geographically across the Santa Clara County Open Space Authority's jurisdiction. The grant allocation process and the individual projects shall be subject to approval by the Authority's Governing Board of Directors ("Board").

**Urban Open Space Project Criteria:**

- a. Protect and enhance open space, wildlife habitat and wildlife corridors, and develop land for nature-based parks, open space preserves, trails and greenbelts.
- b. Create, develop and implement pedestrian and bicycle trail connections to connect urban communities to local and regional parks, Open Space Preserves, creeks and flood control channels, to improve public health (i.e. San Francisco Bay Trail, Coyote Creek, Guadalupe River, Silver Creek, Thompson Creek, Penitencia Creek, Three Creeks Trail, Five Wounds Trail).
- c. Implement urban tree planting and tree protection/maintenance.
- d. Create and expand urban farms and community gardens to support public health and local agriculture.
- e. Expand nature and science-based environmental education programs and hands-on youth engagement projects.

**EXAMPLES OF HIGH PRIORITY POTENTIAL PROJECTS AND GEOGRAPHIC DISTRIBUTION**

1. San Francisco Baylands Restoration: Increase wildlife habitat and reduce pollution by restoring salt ponds to tidal marsh, provide enhanced flood control, and develop new public access to the Bay
2. Alviso Adobe and Higuera Adobe Parks: Establish Alviso Adobe as a historical museum, and refurbish the historic Caretaker's Cottage in Higuera Adobe Park in collaboration with the City of Milpitas
3. San Francisco Bay Trail: Increase public access by closing gaps in Bay Trail walking and biking trail connections
4. San Francisco Bay Area Water Trail: Provide Water Trail public access amenities at Alviso Marina
5. Ulistac Natural Area: Increase educational programming, and restore natural habitat
6. Sierra Vista: Establish staging area and trails, convert historic residence to visitor hostel, restore pond and wildlife habitats for endangered species
7. Penitencia Creek Trail: Complete trail linking Penitencia Creek community to Alum Rock Park and Sierra Vista Open Space Preserve
8. Guadalupe River Nature Center and Environmental Programming: Partner with nonprofits to establish outdoor environmental education learning center and interpretive programming for youth and families
9. Five Wounds Trail: Develop additional trails connecting to future public transit station
10. Coyote Creek Trail: Expand walking and biking trail connections and restore natural habitats
11. Silver Creek Trail: Increase walking and biking opportunities by creating connections to regional trails, parks and transit
12. Three Creeks Trail: Complete eastern trail alignment

13. San Tomas Aquino /Saratoga Creek Trail: Construct walking and biking trails through cities of Campbell and Santa Clara
14. Thompson Creek Trail Improvements: Complete walking and biking trail improvements
15. Guadalupe River Trail: Expand walking and biking trail connections
16. Martial Cottle Park: Partner with County Parks to develop trail link to Blossom Hill Light Rail Station and implement recreation and wetland restoration projects
17. Santa Teresa Hills: Partner with City of San Jose, County and Santa Teresa Neighborhood Association to protect land and develop regional ridgeline trail connections to create more access to local trails
18. Coyote Ridge: Establish new open space preserve with parking and regional trails, and protect and restore habitat for endangered species
19. Calero County Park: Partner with County to establish a staging area, public access and trails at Rancho San Vicente and at McKean Road
20. Coyote Valley Open Space Preserve: Build an outdoor learning center and a loop trail accessible to seniors and people with disabilities, and restore and enhance wetland habitat
21. Coyote Valley Agriculture and Natural Resource Reserve: Preserve agricultural lands, enhance natural resources, establish public access, and protect wildlife corridor
22. Youth Agricultural Education and Demonstration Farm: Partner with Cities of San Jose, Morgan Hill, Sobrato High School, nonprofits and agricultural organizations to establish an agricultural education and demonstration farm in the Coyote Valley Greenbelt
23. Rancho Cañada del Oro Open Space Preserve: Restore wildlife habitat, build an interactive education center, and construct new staging area and regional trails for increased public access
24. El Toro Peak: Partner with City of Morgan Hill to establish an open space preserve with staging area and trails, and restore natural habitat
25. Southern Santa Cruz Mountains: Establish regional trail connections between Uvas Reservoir, Uvas County Park and Rancho Cañada del Oro Open Space Preserve, develop staging area, and protect wildlife corridor
26. Uvas Creek: Protect wildlife habitat and corridor, protect natural lands for water supply and water quality, and increase trails to close gaps in regional trails
27. Palassou Ridge: Establish open space preserve, restore historic stone house for visitor center, develop multi-use trails connecting to Henry Coe State Park; implement wildfire prevention and habitat restoration projects
28. Diablo Foothills: Establish open space preserve, restore wetlands and bird habitat, implement public access improvements
29. Sargent Hills: Protect wildlife corridor, create staging area, public access and regional trail connections to the Bay Area Ridge Trail

30. South County Agriculture: Conserve working farms and ranches near Morgan Hill, Gilroy and Pajaro River for greenbelts and agricultural viability and to enhance flood control, water quality, wildlife habitat and connectivity

## C. Administrative Provisions and Fiscal Safeguards

### 1. Citizen Oversight and Independent Financial Audits

In order to ensure accountability, transparency and public oversight of all funds collected and allocated under this Measure and to comply with state law, all of the following shall apply:

- a. On or before January 1 of each fiscal year, the Authority's chief fiscal officer shall file an annual report with the Board that explains (1) the amount of funds collected and expended under this Measure and (2) the status of the projects authorized to be funded by this revenue in compliance with Government Code Sections 50075.1(d), 50075.3.
- b. No later than June 30, 2015, or the first collection of revenue pursuant to the Measure, whichever is later, an Independent Oversight Committee shall be convened to review the expenditures of all parcel tax revenues collected under this Measure. The Board shall establish by resolution the terms, composition, and specific duties of the Oversight Committee, consistent with the "Citizen Oversight and Independent Financial Audits" provisions set forth in this Part C(1). The Oversight Committee will consist of seven at-large members. In making appointments to the Oversight Committee, the Board will seek to reflect the demographic diversity of its jurisdiction.
- c. Members of the Oversight Committee shall be appointed by the Board and shall be residents within the Santa Clara County Open Space Authority's jurisdiction who are neither elected officials of any government, nor employees from any agency or organization that directly benefits financially from the proceeds of the parcel tax.
- d. Oversight Committee meetings will be announced in advance and will be open to the public. The Oversight Committee shall meet at least once but no more than four times per year.

The responsibilities of this Committee include:

- Reviewing Plan expenditures on an annual basis to ensure they conform to the Plan.
  - Reviewing the annual audit and report prepared by an independent auditor and submitting its recommendations and oversight report thereon.
- e. All actions, including decisions about selecting projects for funding, will be made by the Board in public meetings in compliance with the Brown Act
  - f. Annual levies of the parcel tax would start in 2015.
  - g. To the extent allowable by law, all residential and non-residential parcels will be uniformly taxed.



- h. The revenue raised by the Measure for the purposes described in this Plan will be administered by the Santa Clara County Open Space Authority. All funds shall be placed in a separate account to hold all funds collected pursuant to the Measure.

## 2. Additional Allocation Criteria and Community Benefits

The Santa Clara Open Space Authority shall ensure that the revenue generated by the Measure is spent in the most efficient and effective manner possible, consistent with serving the public interest and in accordance with existing law and this Plan.

- a. The Santa Clara Open Space Authority shall make all final decisions regarding implementation of the Plan and funding for any specific high priority projects. The Board shall give priority to projects within its jurisdiction that meet multiple objectives of the *Santa Clara Valley Greenprint*, including one or more of the following objectives:
  - i. Have a significant positive effect on the health of land, water, and wildlife habitat, safety and quality of life for OSA residents.
  - ii. Provide for geographic distribution of projects across OSA's jurisdiction.
  - iii. Increase impact by leveraging state and federal resources as well as public/private partnerships.
  - iv. Strengthen connections between communities and open space through regionally-significant trails and transit access.
  - v. Benefit the economy and sustainability of the region by investing in nature-based infrastructure and local workforce development.
  - vi. Engage youth and young adults in local workforce development and assist them in gaining skills and experience related to protection and stewardship of the natural environment, wildlife, water resources and agricultural lands.
- b. The Board shall conduct one or more public meetings annually to gain public input on selection of project grants to expend revenues generated by the Measure.
- c. The Santa Clara County Open Space Authority may accumulate revenue over multiple years so that sufficient funding is available for larger and long-term projects. All interest income shall be used for the purposes identified in this Plan.
- d. No more than 5% of the revenue generated by this measure and provided to the Santa Clara County Open Space Authority may be used for administrative expenses.
- e. Costs of performing or contracting for project related work shall be paid from the revenues of the measure allocated to the appropriate purpose and project.
- f. An annual independent audit shall be conducted to assure that the revenues expended by the Santa Clara County Open Space Authority under this Plan are necessary and reasonable in carrying out its responsibilities under this Plan.

- g. To the extent permitted by law, up to one-tenth of one percent (0.1 %) of the gross proceeds of the parcel tax shall be made available for the Oversight Committee’s activities.
- h. Parcel tax proceeds are intended to augment annual support for the Santa Clara County Open Space Authority and do not substitute for individual city or County obligations. Monies from this program may not go to a city's or the County's "General Fund."

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