



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 28,000 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 2019/2020 MQEOC Oversight Report

In April 2021, the MQEOC presented the [Annual Measure Q Oversight Report for FY 2019/2020](#) 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 2019/2020 fiscal year.

On July 22, 2021, the Board reviewed and considered each recommendation set forth by the Committee and discussed the responses recommended by staff.

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

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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 Moss, Levy & Hartzheim, 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.

Moss, Levy & Hartzheim, 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 2020/2021 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 Grant Program

Financial Summary for Fiscal Year 2020/2021

The following tables provide a summary of the financial information as presented in the Authority’s independent financial audit conducted by Moss, Levy & Hartzheim, LLP for the fiscal year ended June 30, 2021. 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 \$7,990,008 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 \$7.91 million in net parcel tax revenues in fiscal year 2020/2021.

Table 1: Measure Q Parcel Tax Revenues	Amount
Gross Parcel Tax Levies	\$7,990,008
SCC Assessor’s Fee (1%)	(\$79,900)
TOTAL NET REVENUES	\$7,910,108

Expenditures

On June 11, 2020, the Authority’s Board of Directors approved the annual budget for the Measure Q fund for fiscal year 2020/2021. The Authority budgeted expenditures at \$13,830,386. Actual expenditures for all Measure Q expenses in FY 2020/2021 were \$4,642,334.

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)	\$4,021,788
-Capital Outlay	
-Conservation Initiatives and Grants	
-Planning	
-Field Operations and Maintenance	
-Community Engagement	
Measure Q Urban Grant Program (Section III)	\$133,156
Measure Q Expenditure Oversight Committee Costs (Section IV)	\$7,990
Administrative Costs (Section IV)	\$399,500
SCC Assessor’s Fee (1%)*	\$79,900
TOTAL EXPENDITURES	\$4,642,334

*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 2021.

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 a 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.



Of the total Measure Q-approved project expenditures of \$4,642,334, Table 3 provides a breakdown by major expense category.

Table 3: Measure Q Expenditures by Major Expense Category	Budgeted Expenditures (\$)	Actual Expenditures (\$)	Percent of Total Budget (%)
Payroll and Benefits	\$3,800,788	\$3,080,433	22%
Supplies and Consumables	\$263,500	\$221,969	2%
Outside Services	\$3,134,700	\$859,034	6%
Other Services and Fees	\$460,398	\$112,852	1%
Equipment and Maintenance	\$299,500	\$160,725	1%
Facilities and Utilities	\$56,500	\$21,484	0%
Memberships and Library	\$0	\$0	0%
Acquisitions	\$4,315,000	\$50,000	0%
Authority Grant Programs	\$1,500,000	\$135,837	1%
TOTAL EXPENDITURES	\$ 13,830,386	\$ 4,642,334	34%

In Fiscal Year 2020/2021, the Authority utilized 34% of the approved Measure Q budget, as shown in the monochrome pie chart on the left. Of the actual expenditures, the colored pie chart on the right provides a visual breakdown of the \$4,642,334 spent by major expense category.

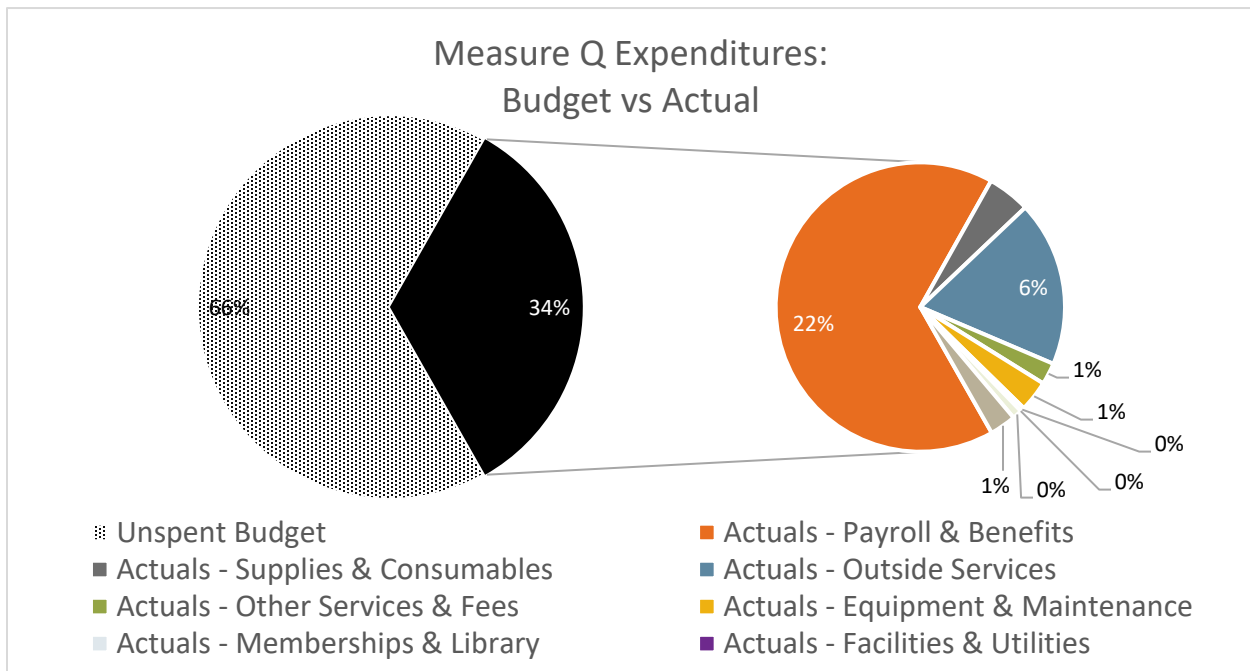


Figure 1



Measure Q Projects and Expenditures for Fiscal Year 2020/2021

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Measure Q-Funded Programs and 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 Grant Program.

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 2020/2021, the Authority expended a total of \$4,021,788 on Measure Q projects and disbursed \$133,156 to Urban Grant Program grantees.

Tables 4-6 on the following pages summarize the total costs spent in Fiscal Year 2020/2021 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 2020/2021. 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 Grant Program.

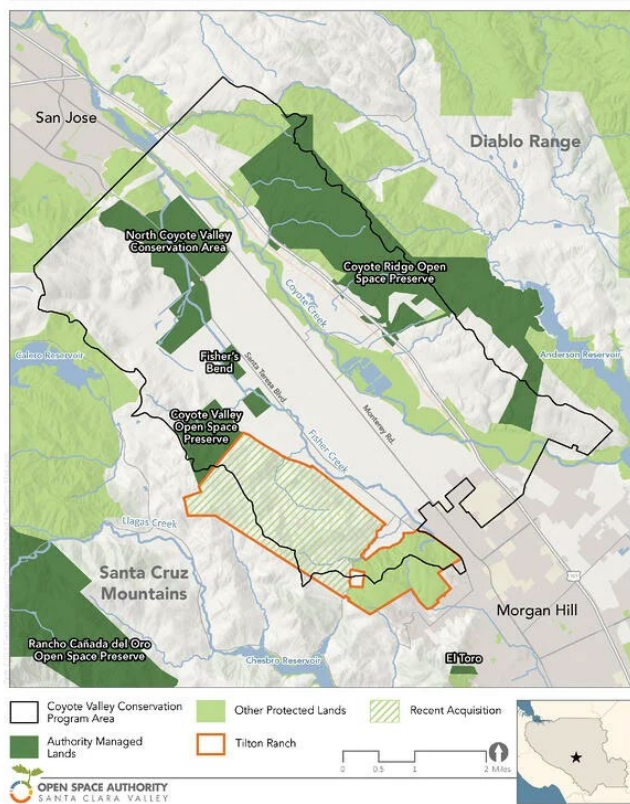
EPC #1 Protect Open Space, Redwood Forests, Wildlife Habitat, Scenic Hillside and Agricultural Land

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 \$1,445,624 on projects under this category.



TILTON RANCH ACQUISITION



Annual Measure Q Status Report – FY 2020/2021

Table 4: EPC #1 Projects

Project Number	Project	Funds Expended in FY 20/21	Status	% of EPC 1 Total Expenditures
P-000007	Integrated Pest Management (IPM) Program Development	87,240	In Progress - Delayed	6%
P-000014	Fuels Management Program	6,451	In Progress - On Track	0%
P-000019	Priority Land Acquisition Projects	264,560	Ongoing	18%
P-000024	Coyote Valley Conservation Strategy	46,212	In Progress - On Track	3%
P-000025	Regional Conservation Investment Strategy	2,781	Completed	0%
P-000026	Santa Clara Valley Agricultural Plan	19,576	In Progress - Delayed	1%
P-000027	Santa Clara Valley Greenprint Implementation Funding / Grant Research	51,997	Ongoing	4%
P-000048	Nature as Infrastructure Initiative	12,923	Completed	1%
P-000112	Conservation Easement Monitoring	8,089	Ongoing	1%
P-000123	Natural Resource Policy and Planning	20,872	Ongoing	1%
P-000124	GIS Program Development	87,415	Ongoing	6%
P-000126	High Speed Rail Planning and Coordination	2,373	In Progress - Delayed	0%
P-000186	Fisher Flats/Bend Interim Management Plan	327	In Progress - Delayed	0%
P-000188	Regional Project Reviews	56,329	Ongoing	4%
P-000203	Tilton Acquisition	68,787	Ongoing	5%
P-000229	Climate Smart San Jose Plan	79,109	In Progress - Delayed	5%
P-000243	Martin Farm Ag Conservation Easement	15,812	Completed	1%
P-000246	Resilient Cities and Rural Areas	5,679	Completed	0%
P-000249	Coyote Valley Acquisitions (Brandenburg & Sobrato)	42,815	In Progress - On Track	3%
P-000250	Coyote Valley Conservation Areas Master Plan	566,275	In Progress - On Track	39%
TOTAL EXPENDITURES FOR EPC 1		1,445,624		

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 \$231,872 on projects under this category.



Fisher Creek Riparian Habitat Restoration



Blair Ranch Pond Habitat Enhancement



Annual Measure Q Status Report – FY 2020/2021

Table 5: EPC #2 Projects

Project Number	Project	Funds Expended in FY 20/21	Status	% of EPC 2 Total Expenditures
P-000022	Coyote Valley Water Resources Investment Strategy	21,565	In Progress - Delayed	9%
P-000158	Coyote Ridge OSP Grazing and Habitat Improvements	24,059	In Progress - On Track	10%
P-000227	Blair Ranch Pond Habitat Enhancement (RC-07 & RC-10)	85,630	In Progress - Delayed	37%
P-000251	Pajaro River Riparian Restoration	8,796	In Progress - On Track	4%
P-000253	Pajaro River Basin Wildlife Study	165	Completed	0%
P-000269	Fisher Creek Riparian Habitat Restoration	15,955	In Progress - Delayed	7%
P-000277	Coyote Valley Groundwater Sustainability Report	6,342	In Progress - Delayed	3%
P-000278	Pajaro River Ag Preserve Habitat Improvements	68,831	Completed	30%
P-000307	Spreckles Wetland Enhancement Project	317	In Progress - Ahead of Schedule	0%
P-000308	Fisher Creek Riparian Restoration (BEF Funded)	214	In Progress - Ahead of Schedule	0%
TOTAL EXPENDITURES FOR EPC 2		231,872		

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 \$2,344,292 on projects under this category.



Annual Measure Q Status Report – FY 2020/2021

Table 6: EPC #3 Projects

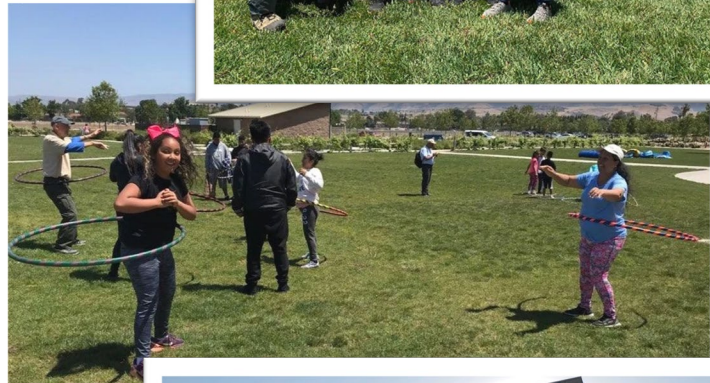
Project Number	Project	Funds Expended in FY 20/21	Status	% of EPC 3 Total Expenditures
P-000028	Coyote Ridge Open Space Preserve Public Access Plan	111,211	In Progress - Delayed	5%
P-000032	Coyote Valley Open Space Preserve Improved North Meadow Public Access	59,193	In Progress - Delayed	3%
P-000033	Dexter Canyon Bridge Replacement	18,756	In Progress - On Track	1%
P-000036	Rancho Cañada del Oro Llagas Creek Bridge and Day Use Area	46,518	In Progress - On Track	2%
P-000045	Understanding Our Community Phase II	8,841	Completed	0%
P-000046	Deep Engagement Communities Partnership & Comm Building	7,187	Completed	0%
P-000087	Coyote Valley Open Space Preserve Operations & Maintenance	169,958	Ongoing	7%
P-000088	Sierra Vista Open Space Preserve Operations & Maintenance	588,688	Ongoing	25%
P-000089	Coyote Ridge Open Space Preserve Operations & Maintenance	39,764	Ongoing	2%
P-000090	Rancho Cañada del Oro Open Space Preserve Operations & Maintenance	266,094	Ongoing	11%
P-000091	Diablo Foothills Open Space Preserve Operations & Maintenance	28,418	Ongoing	1%
P-000092	Little Uvas Open Space Preserve Operations & Maintenance	4,874	Ongoing	0%
P-000093	Palassou Ridge Open Space Preserve Operations & Maintenance	7,391	Ongoing	0%
P-000095	North Pajaro River Agricultural Preserve Operations & Maintenance	76,949	Ongoing	3%
P-000096	Santa Teresa Foothills Open Space Preserve Operations & Maintenance	15,715	Ongoing	1%
P-000097	Upper Uvas Open Space Preserve Operations & Maintenance	2,145	Ongoing	0%
P-000098	Mount Chual Open Space Preserve Operations & Maintenance	1,338	Ongoing	0%
P-000099	El Toro Open Space Preserve Operations & Maintenance	3,916	Ongoing	0%
P-000121	5-Year Capital Improvement Plan	52,131	On Hold	2%
P-000202	South Pajaro River AP Operations & Maintenance	1,426	Ongoing	0%
P-000247	Interp & Environmental Education Program	194,274	Ongoing	8%
P-000248	Volunteer Program	87,942	Ongoing	4%
P-000267	North Coyote Valley Conservation Area Operations & Maintenance	92,511	Ongoing	4%
P-000268	Tulare Meadows Operations & Maintenance	43,601	Ongoing	2%
P-000272	Fisher's Bend Agricultural Preserve Operations & Maintenance	8,103	Ongoing	0%
P-000276	COVID-19 Emergency Response	233,170	Ongoing	10%
P-000280	American Disabilities Act Transition Plan	7,843	In Progress - On Track	0%
P-000282	Replace Existing Grant Management Software	5,295	In Progress - Delayed	0%
P-000283	Parking Reservation System	3,078	In Progress - Delayed	0%
P-000285	Crews Fire Emergency Response	31,500	Completed	1%
P-000286	SCU Lightning Complex Fire Emergency Response	39,251	Completed	2%
P-000309	COVA Operations and Maintenance	3,892	Ongoing	0%
P-000320	Diablo Foothills Boundary Fence Re-Build	83,321	In Progress - On Track	4%
TOTAL EXPENDITURES FOR EPC 3		2,344,292		

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, for projects 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.



Clockwise starting from the left – Bay Area Ridge Trail Council’s Gateway to Trails ; Saved by Nature’s Cultural Competency Project; SCC Public Health Department’s JUNTOS Initiative; Our City Forest’s Urban Forestry Outdoor Classroom; SCC Public Health Department’s Park and Play Initiative; Keep Coyote Creek Beautiful’s Coyote Creek Education Project Expansion



Annual Measure Q Status Report – FY 2020/2021

Table 7: EPC #4 Disbursements

Grant Number	Project	Funds Disbursed in FY 20/21	Status	% of EPC 4 Total Disbursements
G-000006	Latinos United for a New America (LUNA)	-	Not Yet Started	0%
G-000010	City of Campbell	-	In Progress	0%
G-000011	Santa Clara County Public Health Department	45,974	Closed	34%
G-000013	Bay Area Ridge Trail Council	13,553	Closed	10%
G-000014	The Regents of the University of California / UCCE Santa Clara County	8,285	In Progress	6%
G-000015	The Santa Clara County Food System Alliance	-	In Progress	0%
G-000016	Keep Coyote Creek Beautiful	-	In Progress	0%
G-000017	City of Morgan Hill	-	In Progress	0%
G-000022	Living Classroom Edible and Native Habitat Gardens	-	Closed	0%
G-000023	City of Santa Clara Bowers Park Habitat Restoration	-	In Progress	0%
G-000024	Veggielution Roots Down	10,488	In Progress	8%
G-000025	Keep Coyote Creek Beautiful Coyote Creek Education Expansion	12,556	In Progress	9%
G-000026	Guadalupe River Park Conservancy Guadalupe Gardens Open Space Protection	-	In Progress	0%
G-000027	City of San Jose Guadalupe Oak Grove Park Outdoor Classroom	-	In Progress	0%
G-000037	Bay Area Ridge Trail Council Feasibility Study	15,080	Closed	11%
G-000039	City of Morgan Hill West Little Llagas Creek Trail	-	In Progress	0%
G-000040	Our City Forest Urban Forestry Outdoor Classroom	-	In Progress	0%
G-000044	Saved By Nature	14,579	In Progress	11%
G-000045	Environmental Volunteers	-	In Progress	0%
G-000046	Sacred Heart Community Service	-	In Progress	0%
G-000047	Earth Island Institute - BAWT	-	In Progress	0%
G-000048	Santa Clara Unified School District	-	In Progress	0%
G-000049	Keep Coyote Creek Beautiful	5,978	In Progress	4%
G-000050	Veggielution	-	In Progress	0%
G-000051	Santa Clara Valley Audubon Society	-	In Progress	0%
G-000052	Bay Area Older Adults	6,981	In Progress	5%
G-000053	Guadalupe River Park Conservancy	-	In Progress	0%
G-000054	Santa Clara County Public Health Department	-	Not Yet Started	0%
G-000055	San Jose State University Research Foundation	2,442	In Progress	2%
G-000056	Living Classroom	-	In Progress	0%
G-000057	Bay Area Ridge Trail Council	-	In Progress	0%
G-000058	Silicon Valley Bicycle Coalition	-	In Progress	0%
G-000059	San Francisco Bay Bird Observatory	-	In Progress	0%
TOTAL EXPENDITURES FOR EPC 4		135,916		

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

Status and 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. To collect the necessary data, the Authority utilizes Acumatica, a financial ERP system, to track expenditures by Project IDs.

Beginning with Fiscal Year 2019/2020, the Authority began reporting the statuses of work plan projects to the Board of Directors on a quarterly basis.

In Fiscal Year 2020/2021, the Authority tracked and reported on over sixty individual projects. The project status pages provide an update for each project as of June 30, 2021.

Status	Description
Ongoing	Applicable to some program and preserve operation & maintenance project IDs. These Acumatica Project IDs track MQ-eligible expenditures but typically do not appear on the agency’s Annual Work Plan since they do not have projected end dates
In Progress – On Track	The project is active and the declared milestones for the fiscal year have been completed
In Progress – Ahead of Schedule	The project is active and additional work has been completed beyond the declared milestones for the fiscal year
In Progress – Delayed	The project is active but some of the declared milestones for the fiscal year have not been completed
On Hold	The project has been placed on hold. Minimal work may have been performed during the fiscal year prior to being placed on hold
Completed	The project is completed

A project may be delayed or 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 2020/2021:

Project Number	Project
P-000016	Pajaro River Agricultural Preserve Strategic Plan
P-000041	Transportation to Authority Preserves Pilot Program
P-000044	Mobile Nature Center
P-000121	5-Year Capital improvement Plan
P-000155	El Toro Open Space Preserve Management and Planning
P-000231	Valley Green 2040
P-000228	Coyote Valley Burrowing Owl Habitat Enhancements
P-000245	Sierra Vista Open Space Preserve Backcountry Camp

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, 2021, the Authority completed the following projects by the end of the fiscal year:

Project Number	Project
P-000025	Regional Conservation Investment Strategy
P-000045	Understanding Our Communities Phase II
P-000046	Deep Engagement Communities Partnership Plan
P-000048	Nature as Infrastructure Initiative
P-000243	Martin Farm Ag Conservation Easement
P-000246	Resilient Cities and Rural Areas
P-000253	Pajaro River Basin Wildlife Study
P-000278	Pajaro River Ag Preserve Habitat Improvements
P-000285	Crews Fire Emergency Response
P-000286	SCU Lightning Complex Fire Emergency Response

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. Status indicator

4. Current fiscal year expenditures are categorized and shown in this table

5. Running total cost for each project is summarized in this table

EPC # X **Project Name**

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

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 delayed projects.

Program Information about the project

Status
 Status of the project as of June 30, 2019

Expenditure Overview – complete summary of all monies spent on the project

Fiscal Years	Funder	Funding Source	Amount
FY 2015 - 2018	Open Space Authority	Measure Q Parcel Tax	-
FY 2015 - 2018	Grantor	Grant Name	-
PROJECT TOTAL COST			\$-

FY 2018/2019 Expenditure Breakdown – details of MQ expenses spent in Fiscal Year 2018-2019, 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	-
TOTAL FOR FISCAL YEAR 2018/2019	\$-

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.

Figure 2



EXPENDITURE PLAN CATEGORY #1

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Integrated Pest Management (IPM) Program Development

EPC # 1

Project Number
P-000007

Program Resource Management

Status
In Progress - Delayed

Project Description

Invasive species on Open Space Authority (Authority) Preserves pose a threat to the Authority's goals to protect and maintain native landscapes and rare biological communities. Development of an Integrated Pest Management Program (IPM) Program will guide the Authority's work to address invasive plants and animals within the Authority's preserves.

Specific objectives of the project are to:

1. Develop an IPM program that will guide the Authority's approach to pest management;
2. Prepare an IPM program guidance manual that will provide general information about pest plants and animals in the preserves and region more broadly, and provide a framework for the Authority's work to conduct pest management; and
3. Develop invasive plant and pest animal strategies within the Authority's preserves.

Completion of declared milestones delayed due to the COVID-19 pandemic. Staff presented to the Use & Management Committee on July 20, 2020, released the draft Programmatic Environmental Impact Report on March 31, 2021, and the Board of Directors held a public meeting in April 2021.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$172,778
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$87,240
PROJECT TOTAL COST			\$260,018

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$17,078
Supplies and Consumables	-
Outside Services	\$67,896
Other Services and Fees	\$2,266
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$87,240

Outside Services include: Environmental Planning/CEQA

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

Fuels Management Program

Project
Number
P-000014

Program
Resource
Management

Status
In Progress -
On Track

Project Description

Staff is reviewing the needs and benefits of developing a wildfire management program that will serve to assess the Authority's lands for wildfire hazards, prevention and management.

In this fiscal year, staff selected consultant under contract to help develop a fuels management plan in FY 21/22.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$14,737
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$6,451
PROJECT TOTAL COST			\$21,188

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$6,247
Supplies and Consumables	-
Outside Services	\$66
Other Services and Fees	\$139
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$6,451

Outside Services include: Legal Services

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

Priority Land Acquisition Projects

Project
Number
P-000019

Program
Acquisition

Status
Ongoing

Project Description

Work under this project includes protection of land in the Conservation Focus Areas as outlined in the Santa Clara Valley Greenprint through purchase of fee title, conservation easement, or other real property interest. Prior to pursuing protection of a property, 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. Due to the confidential nature of ongoing negotiations, property names, property owner(s) information, and other details are withheld.

As of April 2021, the Authority is under contract to purchase two properties, totaling 80 acres, from WP Investments, Inc. but the transactions were not completed as of fiscal year end.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$668,696
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$264,560
PROJECT TOTAL COST			\$933,256

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$138,640
Supplies and Consumables	\$25
Outside Services	\$75,895
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	\$50,000
TOTAL FOR FISCAL YEAR 2020/2021	\$264,560

Outside Services include: Legal Services

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

Coyote Valley Conservation Strategy

Project
Number
P-000024

Program
Conservation

Status
In Progress -
On Track

Project Description

This project encompasses the larger conservation vision for the long term protection of Coyote Valley. Coyote Valley represents the last remaining contiguous block of undeveloped open land in Santa Clara County. It is a critical wildlife corridor between the Santa Cruz Mountains and the Diablo Range. It also contains some of the last remaining prime farms soils in the County.

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 lawmakers and stakeholders. The work also includes taking initiative and hosting partner meetings to identify important steps and strategies to preserve this important landscape.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$473,652
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$46,212
PROJECT TOTAL COST			\$519,864

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$45,853
Supplies and Consumables	-
Outside Services	\$359
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$46,212

Outside Services include: Legal Services

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
Completed

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. The Final RCIS report was approved by the California Department of Fish and Wildlife in November 2019.

Subregional assessment document completed and staff continues to have occasional trainings or conversations about using this conservation planning tool

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$100,352
FY 2015-2020	The Nature Conservancy	Bechtel Foundation	\$175,665
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$2,781
PROJECT TOTAL COST			\$278,798

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$1,516
Supplies and Consumables	-
Outside Services	\$1,265
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$2,781

Outside Services include: Conservation Planning

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 -
Delayed

Project Description

The Santa Clara Valley Climate and Agricultural Protection Program (CAPP) is a regional 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 CAPP 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 County and Authority is working on implementing the Agricultural Plan, including an Agricultural Conservation Easement program, in Santa Clara County and has been awarded a second grant funded through SALCP for this work.

The Department of Conservation granted a funding extension with Santa Clara County Planning Dept through March 2022. The County, the Authority and the Consultant team is now finalizing the project scope and schedule to reflect the new timeline and new opportunities to coordinate this project with other efforts.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$337,081
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$19,576
PROJECT TOTAL COST			\$356,657

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$19,576
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$19,576

Outside Services include:

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
Ongoing

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, and potential state programs.

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, and regional conservation planning initiatives necessary to implement Measure Q.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$164,152
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$51,997
PROJECT TOTAL COST			\$216,149

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$51,997
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$51,997

Outside Services include:

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

Nature as Infrastructure Initiative

Project
Number
P-000048

Program
Conservation

Status
Completed

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. This strategy will include the following items:

Messaging: Develop important messages about Coyote Valley that will be used across partners to continually beat the Coyote Valley protection drum. Develop multiple messages that relate to the various audiences needed to be reached.

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.

Project was completed in July 2020.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$159,447
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$12,923
PROJECT TOTAL COST			\$172,370

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$12,923
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$12,923

Outside Services include:

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
Ongoing

Project Description

As of June 30, 2021, the Authority holds 15 conservation easements. Just before 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 Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$175,673
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$8,089
PROJECT TOTAL COST			\$183,762

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$7,510
Supplies and Consumables	\$35
Outside Services	\$543
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$8,089

Outside Services include: Legal Services

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
Ongoing

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 its preserves. Scope of work includes specialized training or discussion related to natural resource management practices and tools that are the subject of research or other current thought leadership. 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 Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$83,635
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$20,872
PROJECT TOTAL COST			\$104,507

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$20,872
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$20,872

Outside Services include:

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
Ongoing

Project Description

The Geographic Information Systems (GIS) Program supports nearly every aspect of the agency's mission by providing accurate and up-to-date 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.

Draft GIS standards document has been drafted and applied to GIS data that have been uploaded to the agency's GIS portal. Staff is now piloting the use of Portal GIS data in desktop and mobile environments to inform formal staff guidance.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$75,560
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$87,415
PROJECT TOTAL COST			\$162,975

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$87,415
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$87,415

Outside Services include:

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 -
Delayed

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 (EIR), and extensive coordination with stakeholders to address and reduce impacts to regionally significant open space and farmland resources.

HSR supplemental EIR and final EIR behind schedule. Anticipate supplemental EIR in August, and final EIR in winter 2021/2022.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$68,670
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$2,373
PROJECT TOTAL COST			\$71,043

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$2,373
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$2,373

Outside Services include:

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/Bends Interim Management Plan

Project
Number
P-000186

Project Description

In close coordination with the Authority, POST acquired the 30-acre Fisher Flats property as part of our Coyote Valley vision. POST intends to transfer it to the Authority in the long term (subject to board approval). In the interim, the Authority manages the property in accordance with License and Management Agreement with POST, which was executed in August 2017.

Program
Acquisition

This project captures the staff time involved with helping POST acquire the property, as well as staying involved with POST's work on site remediation and management planning prior to transfer.

Status
In Progress -
Delayed

Management ongoing, waiting for POST to transfer.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$46,845
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$327
PROJECT TOTAL COST			\$47,172

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$327
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$327

Outside Services include:

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

Regional Project Reviews

Project
Number
P-000188

Program
Conservation

Status
Ongoing

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.

This is ongoing, regional policy and planning programmatic work by Authority Staff.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$41,892
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$56,329
PROJECT TOTAL COST			\$98,221

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$48,504
Supplies and Consumables	-
Outside Services	\$7,826
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$56,329

Outside Services include: Legal Services

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

Tilton Ranch Acquisition

Project
Number
P-000203

Program
Acquisition

Status
Ongoing

Project Description

Tilton Ranch totals ~1,861 acres and spans from Coyote Valley Open Space Preserve to just north of the Morgan Hill city limits. After many years of negotiations between the former owner and the Authority in partnership with the Valley Habitat Agency, the Valley Habitat Agency purchased Tilton Ranch in October 2020. Through a funding agreement, the Authority contributed \$1,379,090, plus \$1,000,000 in grant funds from the Metropolitan Transportation Commission's Priority Conservation Area Program towards the acquisition of the main Tilton Ranch. The aim of this project is to transfer fee title of Tilton Ranch to the Authority with a conservation easement to be retained by the Habitat Agency so that it can be enrolled into the Santa Clara Valley Habitat Conservation Plan's Reserve system.

Negotiations with the Valley Habitat Agency for the transfer of Tilton Ranch are ongoing. A draft conservation easement is expected to be developed by March 2022 for review by the Wildlife Agencies.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$68,787
PROJECT TOTAL COST			\$68,787

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$49,763
Supplies and Consumables	\$11
Outside Services	\$19,014
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$68,787

Outside Services include: Legal Services; Appraisals; Media Services; Design & 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

Climate Smart San Jose Plan

Project
Number
P-000229

Project Description

In partnership with San Jose, the Authority will help quantify the greenhouse gas emission impacts of potential land use scenarios and identify carbon sequestration opportunities associated with management of natural and working lands.

Program
Conservation

Report development delayed to March 2021 and adoption delayed to May 2021 due to COVID.

Status
In Progress -
Delayed

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$39,964
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$79,109
PROJECT TOTAL COST			\$119,073

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$29,795
Supplies and Consumables	-
Outside Services	\$49,315
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$79,109

Outside Services include: Conservation Planning

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

Martin Farm Ag Conservation Easement

Project
Number
P-000243

Program
Acquisition

Status
Completed

Project Description

Acquisition of an agricultural conservation easement over the 97-acre Frantoio Grove property in San Martin. The property consists of a 30-acre olive orchard with milling and bottling facilities on site. The project is funded by a grant from the Strategic Growth Council's Sustainable Agricultural Lands Conservation (SALC) Program and the County's one-time reserve fund for Agricultural Conservation Easements.

The Agricultural Conservation Easement was acquired for \$3,965,000 with \$2,973,750 funded by SALC and \$991,250 funded by County. SALC also funded \$46,500 of associated costs, such as appraisals and surveys.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	-
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$15,812
FY 2020-2021	California Department of Conservation	Sustainable Agricultural Lands Conservation Program	\$3,020,250
FY 2020-2021	County of Santa Clara	Memorandum of Understanding	\$991,250
PROJECT TOTAL COST			\$4,027,312

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$11,048
Supplies and Consumables	\$22
Outside Services	\$3,793
Other Services and Fees	\$949
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$15,812

Outside Services include: Appraisals; Legal Services

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

Resilient Cities and Rural Areas

Project
Number
P-000246

Program
Conservation

Status
Completed

Project Description

With funding from the Silicon Valley Community Foundation Donor Circle for the Environment, the Authority, San Francisco Estuary Institute (SFEI), and San Francisco Bay Area Planning and Urban Research Association (SPUR) to identify significant opportunities in San Jose where green infrastructure investments can promote environmental health and climate resilience.

This project will develop and apply a planning framework using the City of San Jose and its surrounding rural landscapes as a case study to demonstrate how the framework could be applied in other cities in the Bay Area. This is a two-year project that will span FY 2019/2020 to FY 2020/2021.

The report to identify opportunities for green infrastructure in San Jose was published this fiscal year.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$1,846
FY 2015-2020	Silicon Valley Community Foundation	Donor Circle for the Environment	\$16,000
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$5,679
PROJECT TOTAL COST			\$23,525

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$5,679
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$5,679

Outside Services include:

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

Coyote Valley Acquisitions (Brandenburg & Sobrato)

Project
Number
P-000249

Program
Acquisition

Status
In Progress -
On Track

Project Description

Coordinate with POST and City of San Jose to permanently protect land in the North Coyote Valley as identified in the Landscape Linkage report and in support of the City's Measure T

The Authority closed on the 235-acre Sobrato South property on July 31, 2020. The agency continues to seek grant funding for the transfer of the Laguna Seca property from POST to the Authority.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$5,326,557
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$42,815
PROJECT TOTAL COST			\$5,369,372

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$32,599
Supplies and Consumables	-
Outside Services	\$10,216
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$42,815

Outside Services include: Media Services; Legal Services

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

Coyote Valley Conservation Areas Master Plan

Project
Number
P-000250

Program
Conservation

Status
In Progress -
On Track

Project Description

A master vision plan for Authority and partner-owned conservation lands in Coyote Valley as implementation to the 2017 Coyote Valley Landscape Linkage Report. The plan will set forth landscape scale strategies and site-specific implementation actions for integrating multi-benefit values and features with the goal of long-term conservation and ecological restoration.

Preliminary project scope developed as part of Request for Proposals (RFP) preparation and will be refined once consultant team is hired. RFP was issued in April 2021 and project team evaluated proposals. Initial Community Engagement work is in-progress. Site inventory work related to groundwater is in-progress. Additional site inventories and assessments will begin once consultant team is under contract. By the end of the fiscal year, the Peninsula Open Space Trust (POST) also contributed \$90,000 towards the master plan planning.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$277,091
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$566,275
PROJECT TOTAL COST			\$843,366

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$403,382
Supplies and Consumables	-
Outside Services	\$162,494
Other Services and Fees	\$400
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$566,275

Outside Services include: Community Relations; Planning Services; Website; Site Monitoring; Photography & Video; Design & Content; Legal Services

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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Project
Number
P-000022

Program
Resource
Management

Status
In Progress -
Delayed

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 SCVWD's One Water Initiative objectives related to flood protection, recharge, and water quality / habitat enhancement. The project includes identifying modeling and analysis to integrate green infrastructure solutions within the framework of the SCVWD's Capital Improvement Plans.

Project report expected to be completed in early July 2021. Working with Valley Water for final reimbursement under funding Memorandum of Understanding (MOU).

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$390,836
FY 2015-2020	Bechtel Foundation	Healthy Lands Healthy Economies	\$26,140
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$21,565
PROJECT TOTAL COST			\$438,541

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$13,565
Supplies and Consumables	-
Outside Services	\$8,000
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$21,565

Outside Services include: Mapping & GIS Services

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 Grazing Improvements and Habitat Improvements

EPC # 2

Project Number
P-000158

Program Resource Management

Status
In Progress - On Track

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.

Request for Bids (RFB) for the fence installation project was released in April 2021 and June 2021. Another RFB for groundwater development was released in March 2021.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$17,704
FY 2015-2020	Bureau of Reclamation	Bureau of Reclamation	\$51,920
FY 2015-2020	US Dept of Fish and Wildlife	US Dept of Fish and Wildlife	\$61,544
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$24,059
FY 2020-2021	Santa Clara Valley Habitat Agency	Santa Clara Valley Habitat Agency	\$4,950
FY 2020-2021	US Dept of Fish and Wildlife	US Dept of Fish and Wildlife	\$19,668
PROJECT TOTAL COST			\$179,845

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$20,693
Supplies and Consumables	-
Outside Services	\$2,160
Other Services and Fees	\$1,205
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$24,059

Outside Services include: Legal Services

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 # 2

Blair Ranch Pond Habitat Enhancement (RC-07 & RC-10)

Project
Number
P-000227

Project Description

Enhance and restore at-risk breeding pond habitats to protect California red-legged frogs and enhance climate resiliency at Rancho Cañada del Oro Open Space Preserve

Delays to this project was due to staff resources shifting to respond to the COVID-19 pandemic and wildfires.

Program
Resource
Management

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$130,738
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$85,630
PROJECT TOTAL COST			\$216,368

Status
In Progress -
Delayed

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$6,125
Supplies and Consumables	-
Outside Services	\$66,466
Other Services and Fees	\$13,039
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$85,630

Outside Services include: Planning Services: Prime Engineering; Environmental Planning/CEQA

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 # 2

Pajaro River Riparian Restoration

Project
Number
P-000251

Program
Resource
Management

Status
In Progress -
On Track

Project Description

Restore stream habitat by reshaping stream bank, removing invasive species, and planting climate-smart riparian species along .75-mile of the Pajaro River on the Pajaro River Agricultural Preserve South Property to benefit wildlife habitat and water quality. Partner with Point Blue Conservation Science’s Students and Teachers Restoring a Watershed (STRAW) program to provide outdoor environmental education opportunities for school kids. Additional grant submitted for confluence planning in October 2020 and June 2021.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$5,308
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$8,796
PROJECT TOTAL COST			\$14,104

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$8,796
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$8,796

Outside Services include:

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 # 2

Pajaro River Basin Wildlife Study

Project
Number
P-000253

Project Description

Cost-sharing with POST for wildlife inventory and study in the Pajaro River basin to help inform work at the Authority's Pajaro River Agricultural Preserve

Partner-led project is complete.

Program
Resource
Management

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$3,018
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$165
PROJECT TOTAL COST			\$3,183

Status
Completed

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$165
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$165

Outside Services include:

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

Fisher Creek Riparian Habitat Restoration

Project
Number
P-000269

Program
Resource
Management

Status
In Progress -
Delayed

Project Description

The Fisher Creek Riparian Habitat Restoration Project would restore riparian vegetation along 3,100-feet of Fisher Creek at Fisher's Bend Preserve. Riparian woodlands are some of the most important habitats for terrestrial birds and mammals. The riparian corridor is an important component of the wildlife movement pathway within and through Coyote Valley, connecting patches of habitat that have been fragmented due to development in the region. Riparian areas are carbon sinks with a high capacity to store carbon.

In addition to the climatic, water quality, and wildlife habitat and connectivity benefits, this project connects communities to the lands around them. Restoration work would be completed in partnership with Point Blue Conservation Science's Students and Teachers Restoring a Watershed (STRAW) program. The STRAW program engages K-12 students, community members, and Conservation Corps members in climate-smart restoration. Environmental education will continue beyond the implementation of this project through interpretive signs and training for Authority staff and docents.

Planting occurred but did not include school kid participation due to the COVID-19 pandemic. This will occur in FY 21/22.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$7,602
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$15,955
FY 2020-2021	CA Regional Water Quality Control Board San Francisco Bay Region	Supplemental Environmental Project - Monterey Mushrooms, Inc.	\$171,032
PROJECT TOTAL COST			\$194,589

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$15,955
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$15,955

Outside Services include:

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 # 2

Coyote Valley Groundwater Sustainability Report

Project
Number
P-000277

Program
Conservation

Status
In Progress -
Delayed

Project Description

The conservation easement the Open Space Authority holds over the Tulare Meadows property requires development of a groundwater assessment to understand relationship between groundwater pumping around the conservation property and the sustainability of groundwater dependent ecosystems and creek baseflows. Cost will be shared by the Authority, POST and City of San Jose.

The City of San Jose is working to budget match funding and identify a city representative for the project. The project will not be able to secure a consultant until funding is secured from the City in FY 21/22. The Authority and POST will begin consultant outreach in Q4 of FY 21/22.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$6,342
PROJECT TOTAL COST			\$6,342

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$6,342
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$6,342

Outside Services include:

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 # 2

Pajaro River Ag Preserve Habitat Improvements

Project
Number
P-000278

Project Description

Install wildlife fencing to prevent intrusions of wildlife into row crop areas to promote native habitat and provide for food safety. Repair and replace critical water delivery infrastructure.

The fence installation is complete and the VFD well pump is purchased.

Program
Capital
Improvement

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$68,831
PROJECT TOTAL COST			\$68,831

Status
Completed

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	-
Supplies and Consumables	-
Outside Services	\$68,831
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$68,831

Outside Services include: Construction Services

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 # 2

Spreckles Wetland Enhancement Project

Project
Number
P-000307

Program
Resource
Management

Status
In Progress -
Ahead of
Schedule

Project Description

The goal of the Spreckles Wetland Cleanup and Enhancement Project is to enhance habitat within Spreckles Wetland through the removal of trash, debris and invasive plant species; to enhance habitat through modification of the culvert to allow for water to spread out more extensively and increase the size of, and variability in water depth within, the wetland; and to monitor the results of these enhancements on native flora and fauna.

Wetland delineation work is underway.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$317
FY 2020-2021	Bonneville Environmental Foundation	Grant	\$8,461
PROJECT TOTAL COST			\$317

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$317
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$317

Outside Services include:

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 # 2

Fisher Creek Riparian Restoration (BEF Funded)

Project
Number
P-000308

Project Description

Restore riparian habitat and fence 100-foot buffer along the creek.
Planning underway.

Program
Resource
Management

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$214
PROJECT TOTAL COST			\$214

Status
In Progress -
Ahead of
Schedule

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$214
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$214

Outside Services include:

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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Project
Number
P-000028

Program
Capital
Improvement

Status
In Progress -
Delayed

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.

65% design underway. Project permitting delayed due to County Code issues which have been resolved. Funding of \$2,520,441 through the State Parks Recreational Infrastructure Revenue Enhancement program secured. Construction anticipated to begin in FY 21/22.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$193,021
FY 2015-2020	Gordon and Betty Moore Foundation	Grant	\$181,082
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$111,211
FY 2020-2021	Gordon and Betty Moore Foundation	Grant	\$18,918
FY 2020-2021	Metropolitan Transportation Commission	Priority Conservation Area Grant Program	\$75,000
FY 2020-2021	CA Dept of Parks and Recreation	2018 Parks Bond Act RIRE	\$185,427
PROJECT TOTAL COST			\$764,659

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$110,914
Supplies and Consumables	-
Outside Services	\$297
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$111,211

Outside Services include: Legal Services

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 Improved North Meadow Public Access

EPC # 3

Project Number
P-000032

Program
Capital Improvement

Status
In Progress - Delayed

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.

Concept design and costing documents underway. Cultural resources report completed -- tribal coordination initiated as recommended by report. Seeking grant extension for existing \$200K Valley Water Grant. Construction anticipated to begin FY 23/24.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$128,597
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$59,193
FY 2020-2021	Valley Water	Safe, Clean Water and Natural Flood Protection Program	\$40,000
PROJECT TOTAL COST			\$227,790

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$21,370
Supplies and Consumables	\$17
Outside Services	\$37,806
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$59,193

Outside Services include: Planning Services: Prime Design

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

Dexter Canyon Bridge Replacement

Project
Number
P-000033

Program
Capital
Improvement

Status
In Progress -
On Track

Project Description

Preliminary analysis of replacement of the Dexter Canyon Bridge located within Palassou Ridge Open Space Preserve, adjacent to the historic homestead. The planned construction of new abutments and installation of a new bridge is to be located in approximately the same location as the existing bridge.

Historic resources assessment underway as first step in bridge replacement feasibility analysis. Replacement feasibility investigations will continue through FY 21/22.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$68,570
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$18,756
PROJECT TOTAL COST			\$87,326

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$2,197
Supplies and Consumables	-
Outside Services	\$16,559
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$18,756

Outside Services include: Environmental Planning/CEQA

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 Llagas Creek Bridge and Day Use Area

EPC # 3

Project Number
P-000036

Program
Capital Improvement

Status
In Progress - On Track

Project Description

Development of a plan for a new ADA accessible interpretative day-use-area accessed via a pedestrian bridge crossing over Llagas Creek. Enhance public event and operational access to Blair Ranch area within the Rancho Cañada del Oro Open Space Preserve.

Bridge construction installation access route and method confirmed. Initial meetings with permitting agencies underway. Scope of work for environmental compliance (CEQA) initiated. State Parks Per Capita grant funding of \$1,120,020 secured. Blair Trails analysis to be separate project beginning in FY 21/22.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$169,347
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$46,518
PROJECT TOTAL COST			\$215,865

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$22,680
Supplies and Consumables	\$12
Outside Services	\$23,825
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$46,518

Outside Services include: Planning Services: Prime Design; Environmental Planning/CEQA; Planning Services: Prime 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.

Project
Number
P-000045

Program
Environmental
Education

Status
Completed

Project Description

The initial report, completed and presented to the Board of Directors in 2015, mapped various aspects of demographics and environmental burdens in the Authority's jurisdiction for purposes of identifying what barriers might exist for certain populations in the urban realm to access of nature and open space. Phase II of this report adds additional data layers that goes 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.

Report completed and released in August 2020.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$63,399
FY 2015-2020	Resources Legacy Fund	Grant	\$50,000
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$8,841
PROJECT TOTAL COST			\$122,240

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$6,951
Supplies and Consumables	-
Outside Services	\$1,890
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$8,841

Outside Services include: Community Engagement: Media Services

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
Completed

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 has undertaken 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.

Plan completed in July 2020.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$22,794
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$7,187
PROJECT TOTAL COST			\$29,981

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$7,187
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$7,187

Outside Services include:

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
Ongoing

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
- Staging area
- Picnic tables
- Park benches
- Restrooms
- Equestrian Lot

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$398,298
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$169,958
PROJECT TOTAL COST			\$568,256

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$120,416
Supplies and Consumables	\$25,817
Outside Services	\$487
Other Services and Fees	\$422
Equipment and Maintenance	\$20,280
Facilities and Utilities	\$2,536
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$169,958

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.

Sierra Vista Open Space Preserve Operations & Maintenance

EPC # 3

Project Number
P-000088

Program
Operations

Status
Ongoing

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
- Staging area
- Picnic tables
- Park benches
- Equestrian Lot

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$1,119,084
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$588,688
PROJECT TOTAL COST			\$1,707,772

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$409,388
Supplies and Consumables	\$82,744
Outside Services	\$36,722
Other Services and Fees	\$2,484
Equipment and Maintenance	\$48,324
Facilities and Utilities	\$9,026
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$588,688

Outside Services include: Resource Management; Public Access/Facilities Maint; Site Monitoring; 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.

Coyote Ridge Open Space Preserve Operations & Maintenance

EPC # 3

Project Number
P-000089

Program
Operations

Status
Ongoing

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 offers docent-led hikes.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$92,445
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$39,764
PROJECT TOTAL COST			\$132,209

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$29,713
Supplies and Consumables	\$6,677
Outside Services	\$930
Other Services and Fees	-
Equipment and Maintenance	\$2,325
Facilities and Utilities	\$120
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$39,764

Outside Services include: Grazing Programs; 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.

Rancho Cañada del Oro Open Space Preserve Operations & Maintenance

EPC # 3

Project Number
P-000090

Program
Operations

Status
Ongoing

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 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
- Staging area
- Picnic tables
- Park benches
- Restrooms
- Equestrian Lot
- Overflow Parking Lot

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$862,923
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$266,094
PROJECT TOTAL COST			\$1,129,017

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$162,982
Supplies and Consumables	\$45,498
Outside Services	\$25,471
Other Services and Fees	\$1,452
Equipment and Maintenance	\$25,631
Facilities and Utilities	\$5,060
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$266,094

Outside Services include: Resource Management: Public Access/Facilities Maint; Vegetation Management; Wildlife Management; IPM/ Pest Control

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
Ongoing

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 offers docent-led hikes.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$135,171
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$28,418
PROJECT TOTAL COST			\$163,589

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$16,569
Supplies and Consumables	\$2,159
Outside Services	\$6,878
Other Services and Fees	\$416
Equipment and Maintenance	\$2,328
Facilities and Utilities	\$69
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$28,418

Outside Services include: Resource Management; Public Access/Facilities Maint; Legal Services; 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.

Little Uvas Open Space Preserve Operations & Maintenance

EPC # 3

Project Number
P-000092

Program
Operations

Status
Ongoing

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 offers docent-led hikes.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$31,232
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$4,874
PROJECT TOTAL COST			\$36,106

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$4,504
Supplies and Consumables	\$370
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$4,874

Outside Services include:

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
Ongoing

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 offers docent-led hikes.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$119,321
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$7,391
PROJECT TOTAL COST			\$126,712

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$5,831
Supplies and Consumables	\$953
Outside Services	\$464
Other Services and Fees	-
Equipment and Maintenance	\$83
Facilities and Utilities	\$61
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$7,391

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
Ongoing

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 Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$124,861
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$76,949
PROJECT TOTAL COST			\$201,810

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$31,536
Supplies and Consumables	\$19,945
Outside Services	\$22,267
Other Services and Fees	-
Equipment and Maintenance	\$3,045
Facilities and Utilities	\$155
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$76,949

Outside Services include: Agricultural Improvements; Vegetation Management; Legal Services; Wildlife Management; Environmental Planning/CEQA

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
Ongoing

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.

Santa Teresa Foothills Open Space Preserve does not offer public access at this time.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$30,072
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$15,715
PROJECT TOTAL COST			\$45,787

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$14,374
Supplies and Consumables	\$590
Outside Services	\$751
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$15,715

Outside Services include: Legal Services; 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.

Upper Uvas Open Space Preserve Operations & Maintenance

EPC # 3

Project Number
P-000097

Program
Operations

Status
Ongoing

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.

Upper Uvas Open Space Preserve does not offer public access at this time.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$22,723
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$2,145
PROJECT TOTAL COST			\$24,868

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$1,928
Supplies and Consumables	\$217
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$2,145

Outside Services include:

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
Ongoing

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.

Mount Chual Open Space Preserve does not offer public access at this time.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$28,333
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$1,338
PROJECT TOTAL COST			\$29,671

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$921
Supplies and Consumables	\$382
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	\$34
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$1,338

Outside Services include:

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 Operations & Maintenance

Project
Number
P-000099

Program
Operations

Status
Ongoing

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 offer public access at this time.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$67,779
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$3,916
PROJECT TOTAL COST			\$71,695

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$2,781
Supplies and Consumables	\$728
Outside Services	\$406
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$3,916

Outside Services include: Resource Management: 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.

EPC # 3

5-Year Capital Improvement Plan

Project
Number
P-000121

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.

Program
Capital
Improvement

This project was determined to not be needed in the fiscal year and was placed on hold.

Status
On Hold

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$83,472
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$52,131
PROJECT TOTAL COST			\$135,603

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$52,131
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$52,131

Outside Services include:

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 AP Operations & Maintenance

Project
Number
P-000202

Program
Operations

Status
Ongoing

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 Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$16,283
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$1,426
PROJECT TOTAL COST			\$17,709

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$1,357
Supplies and Consumables	\$68
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$1,426

Outside Services include:

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

Interp & Environmental Education Program

Project
Number
P-000247

Project Description

The development, delivery and management of environmental education programs. This program aims to promote the protection of water, wildlife, and working lands through public education about the Authority's adaptive management of natural resources like watersheds, wildlife connectivity, and the protection of endangered species.

Program
Environmental
Education

In FY 2020/2021, staff pivoted to offering virtual programs to continue connecting people to nature.

Status
Ongoing

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$377,871
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$194,274
PROJECT TOTAL COST			\$572,145

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$182,608
Supplies and Consumables	\$1,732
Outside Services	\$9,181
Other Services and Fees	\$753
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$194,274

Outside Services include: Design & Content; Environmental Education Partners

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

Volunteer Program

Project
Number
P-000248

Program
Community
Engagement

Status
Ongoing

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.

Preliminary implementation will include offering one event each month (weather permitting), planned in close coordination with the Authority's Field Operations staff who identify the highest priority needs on Authority lands.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$109,991
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$87,942
PROJECT TOTAL COST			\$197,933

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$87,604
Supplies and Consumables	\$8
Outside Services	-
Other Services and Fees	\$330
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$87,942

Outside Services include:

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

North Coyote Valley Operations & Maintenance

Project
Number
P-000267

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.

Program
Operations

North Coyote Valley Conservation Area is located in the north west area of Coyote Valley and comprises of the Laguna Seca and upland habitat providing habitat for migratory birds and other wildlife species such as American badger, coyote, bobcat, etc.

Status
Ongoing

North Coyote Valley Conservation Area offers docent-led hikes, land steward events, and public access events.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$100,985
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$92,511
PROJECT TOTAL COST			\$193,496

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$47,960
Supplies and Consumables	\$11,148
Outside Services	\$4,025
Other Services and Fees	\$218
Equipment and Maintenance	\$29,141
Facilities and Utilities	\$19
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$92,511

Outside Services include: Conservation Planning; 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.

EPC # 3

Tulare Meadows Operations & Maintenance

Project
Number
P-000268

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.

Program
Operations

Tulare Meadows is located in the north east area of Coyote Valley and encompasses an active agricultural operation as well as the maintenance of several structures.

Status
Ongoing

Tulare Meadows offers land steward and public access events.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$38,665
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$43,601
PROJECT TOTAL COST			\$82,266

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$38,076
Supplies and Consumables	\$4,800
Outside Services	\$52
Other Services and Fees	
Equipment and Maintenance	\$19
Facilities and Utilities	\$654
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$43,601

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.

Fisher's Bend Agricultural Preserve Operations & Maintenance

EPC # 3

Project Number
P-000272

Program
Operations

Status
Ongoing

Project Description

Fisher's Bend is located in the Mid-Coyote Valley and is currently under an active agriculture operation. A portion of Fisher Creek runs through the property and is actively managed for riparian and wetland restoration.

The Authority currently manages and monitor the agricultural lease, as well as provide routine patrol of the property to address trespass or trash issues.

Fisher's Bend 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 Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$406
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$8,103
PROJECT TOTAL COST			\$8,509

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$8,097
Supplies and Consumables	\$5
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$8,103

Outside Services include:

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-000276

Program
Operations

Status
Ongoing

Project Description

During this time of global uncertainty caused by COVID-19, outdoor open spaces offer a refuge for reducing stress, anxiety, and anger while improving mental and physical wellness. The Authority strongly believes that continuing to connect people to nature and outdoor open spaces is more important than ever.

As a result, the agency's open space preserves – Sierra Vista, Rancho Cañada del Oro and Coyote Valley – remains open for the public to enjoy in a safe and healthy manner.

To respond to the Governor and local public health officer's orders, the agency implemented various changes to the daily operational processes to address safety and compliance of COVID-19 protocols.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2015-2020	Open Space Authority	Measure Q Parcel Tax	\$266,334
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$233,170
PROJECT TOTAL COST			\$499,504

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$202,551
Supplies and Consumables	\$2,574
Outside Services	\$22,943
Other Services and Fees	\$5,000
Equipment and Maintenance	\$102
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$233,170

Outside Services include: Resource Management; Public Access/Facilities Maint; Design & 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 # 3

American Disabilities Act Transition Plan

Project
Number
P-000280

Program
Long Range
Planning

Status
In Progress -
On Track

Project Description

Develop an ADA transition plan for Authority facilities, programs, and public outreach. Report will provide recommendations for phasing and implementation.

Completed project kick-off meeting with internal team. The Request for Proposals process for seeking a consultant is underway.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$7,843
PROJECT TOTAL COST			\$7,843

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$7,109
Supplies and Consumables	-
Outside Services	\$511
Other Services and Fees	\$223
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$7,843

Outside Services include: Legal Services

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

Replace Existing Grant Management Software

Project
Number
P-000282

Program
Operations

Status
In Progress -
Delayed

Project Description

The Urban Grant Program uses grant management software to manage grant application submission, application review, and post-award payments and reporting. Due to a number of bugs that have surfaced over time, as well as the need for increased capacity to accommodate a larger number of grants, the Authority is seeking an alternate software solution for the administration of the grant program.

Staff determined needs and published a Request for Proposals, but implementation of the new software was delayed due to an adjusted 2020 grant schedule (due to COVID).

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$5,295
PROJECT TOTAL COST			\$5,295

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$5,165
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	\$130
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$5,295

Outside Services include:

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

Parking Reservation System

Project
Number
P-000283

Program
Operations

Status
In Progress -
Delayed

Project Description

Deploy a parking reservation system for the Open Space Authority's staging areas to reduce congestion and provide a quality experience for Preserve visitors.

Staff conducted research and are in the process of compiling data to present to the Leadership Team.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$3,078
PROJECT TOTAL COST			\$3,078

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$3,078
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$3,078

Outside Services include:

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

Crews Fire Emergency Response

Project
Number
P-000285

Program
Operations

Status
Completed

Project Description

In July 2020, Authority staff provided support to the initial response to the Crews Fire, which included assisting emergency response units, opening gates, and fulfilling other immediate property needs as requested by emergency service providers. In the aftermath, staff conducted damage assessment, made initial repairs of damaged infrastructure to secure the property, and determine additional repair needs.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$31,500
PROJECT TOTAL COST			\$31,500

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$27,138
Supplies and Consumables	-
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	\$4,362
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$31,500

Outside Services include:

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

SCU Lightning Complex Fire Emergency Response

Project
Number
P-000286

Program
Operations

Status
Completed

Project Description

In August 2020, lightning strikes ignited fires in the Diablo Range counties of Contra Costa, Alameda, Santa Clara, and Stanislaus that soon merged into one mega fire known as the SCU Lightning Complex.

Open Space Authority field staff quickly mobilized at the outbreak of the fires, focusing on keeping preserve visitors safe, and creating defensible space (fuel breaks) around barns, a historic house and sensitive resources at Sierra Vista Open Space Preserve. The Palassou Ridge Preserve along Coyote Creek near Henry Coe State Park served as a staging site for CALFIRE operations, with the Authority's field staff providing logistical support.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$39,251
PROJECT TOTAL COST			\$39,251

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$36,585
Supplies and Consumables	\$21
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	\$2,646
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$39,251

Outside Services include:

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

COVA Operations and Maintenance

Project
Number
P-000309

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.

Program
Operations

This area within the North Coyote Valley Conservation Areas includes everything south of Bailey Avenue and encompasses an active agricultural operation as well as the maintenance of several structures.

Status
Ongoing

This area of the valley floor offers land steward and public access events.

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$3,892
PROJECT TOTAL COST			\$3,892

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$3,845
Supplies and Consumables	\$47
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$3,892

Outside Services include:

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

Diablo Foothills Boundary Fence Re-Build

Project
Number
P-000320

Project Description

This project entails the complete replacement of approximately 17,000 feet of boundary fence damaged by the Crews Fire in Summer 2020.

Program
Capital
Improvement

Expenditure Overview

Fiscal Years	Funder	Funding Source	Amount
FY 2020-2021	Open Space Authority	Measure Q Parcel Tax	\$83,321
PROJECT TOTAL COST			\$83,321

Status
In Progress -
On Track

FY 2020/2021 Expenditure Breakdown

Expense Category	Amount
Payroll and Benefits	\$41
Supplies and Consumables	\$83,281
Outside Services	-
Other Services and Fees	-
Equipment and Maintenance	-
Facilities and Utilities	-
Acquisitions	-
TOTAL FOR FISCAL YEAR 2020/2021	\$83,321

Outside Services include:

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

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Measure Q Urban Grant Program and Disbursements

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Grant Program Funded by Measure Q

The Urban Grant Program is 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 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



Valley Verde: San Jose Home Gardens

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 2020/2021, the Board approved an allocation of \$500,000, or 6.26% of the Measure Q Parcel Tax revenue generated, to fund the grant programs.

Measure Q Urban Grant Program Guidelines

The Board-approved [Measure Q Urban 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. In February 2020, the Board approved an update to the Urban Grant Program, which categorized awards into Small Grants (\$10,000 - \$39,999) and Large Grants (\$40,000 - \$250,000), which were to be reviewed and awarded separately. A staff review team is formed to review and make recommendations to the Board of Directors. For the Large Grants, the applications are also presented at a publicly-noticed Citizens' Advisory Committee (CAC) meeting where committee members review and provide feedback to staff for inclusion in final recommendations to the Board of Directors. 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*.

Grant Disbursements and Balances as of June 30, 2021

A summary of all awards and disbursements made as of June 30, 2021, is shown below.

Table 11: Urban Grant Program

Grantee	Award	Total Disbursements	Balance
Children’s Discovery Museum	308,765	308,765	-
SAGE	10,000	10,000	-
Guadalupe River Park Conservancy	24,987	24,987	-
Latinos United for a New America (LUNA)	250,000	-	250,000
Bay Area Wilderness Training	40,000	40,000	-
Joseph George Middle School / Citizen Schools	24,675	14,532	-*
San Jose State University Research Foundation	166,740	162,184	-*
City of Campbell	35,762	18,733	17,029
Santa Clara County Public Health Department	250,000	204,026	45,974
Santa Clara County Creeks Coalition	12,142	12,142	-
Bay Area Ridge Trail Council	51,401	37,848	13,553
The Regents of the University of California / UCCE Santa Clara Cty	167,411	89,232	78,179
The Santa Clara County Food System Alliance	24,999	-	24,999
Keep Coyote Creek Beautiful	76,703	56,221	20,482
City of Morgan Hill	248,012	8,325	239,687
San Francisco Bay Bird Observatory	34,500	34,500	-
Friends of Master Gardeners of Santa Clara County	132,353	124,021	- *
		-	
Bay Area Ridge Trail Council	62,122	47,035	15,087
Bay Area Wilderness Training	62,705	62,705	-
City of Morgan Hill	100,000	-	100,000
City of San Jose	30,000	-	30,000
City of Santa Clara	59,250	-	59,250
Guadalupe River Park Conservancy	27,010	13,230	13,780
Keep Coyote Creek Beautiful	67,134	47,301	19,833
Living Classroom	65,000	58,190	6,810
Our City Forest	100,000	-	100,000
Sacred Heart Community Service	100,000	-	- **
Valley Verde	45,000	45,000	-
Veggielution	75,040	56,980	18,060
		-	
Bay Area Older Adults	8,000	8,000	-
Bay Area Wilderness Training	15,000	15,000	-
Guadalupe River Park Conservancy	22,038	22,038	-
Keep Coyote Creek Beautiful	14,312	14,312	-
Living Classroom	10,000	10,000	-
Sacred Heart Community Service	24,971	24,971	-
San Francisco Bay Wildlife Society	6,055	6,055	-
San Jose Children’s Discovery Museum	24,875	24,875	-
Veggielution	20,000	19,986	-*

Annual Measure Q Status Report – FY 2020/2021

Grantee	Total		Balance
	Award	Disbursements	
Saved By Nature	39,951	14,579	25,371
Environmental Volunteers	32,063		32,063
Sacred Heart Community Service	39,900		39,900
Earth Island Institute - BAWT	24,960		24,960
Santa Clara Unified School District	31,750		31,750
Keep Coyote Creek Beautiful	37,702	5,978	31,724
Veggielution	150,000		150,000
Santa Clara Valley Audubon Society	79,608		79,608
Bay Area Older Adults	95,561	6,981	88,580
Guadalupe River Park Conservancy	130,000		130,000
Santa Clara County Public Health Department	100,000		100,000
Living Classroom	160,000	2,442	157,558
Bay Area Ridge Trail Council	40,000		40,000
Silicon Valley Bicycle Coalition	40,000		40,000
San Francisco Bay Bird Observatory	40,000		40,000
TOTALS	\$2,796,962	\$1,621,194	\$1,052,723

*Grantee did not claim eligible disbursements in the full award amount

**Grant canceled



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 2020/2021.

Table 12: Breakdown of MQEOC Costs	Amount
Committee Expenses and Board Packet Preparation	\$5,990
Annual Independent Financial Audit Services and Preparation	\$2,000
TOTAL MQEOC COSTS	\$7,990

Administrative Costs

Administrative expenses are costs that the Authority incurs during the ordinary course of business, and not directly associated with 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 Grant Program primarily consist of staff time spent reviewing and processing grant agreements and disbursements and managing the overall grant cycle process. Besides administrative expenses incurred by the Authority for the grant program, grant applicants may request administrative budget for their projects. If the grant is awarded, any disbursements for administrative expenses made to the grantee count towards the five percent allowance.

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 2020/2021, Measure Q allowed the Authority to purchase land management supplies, small tools, and fuel used by the general office and field staff.

Table 13 summarizes the expenses incurred and charged to the Measure Q fund in Fiscal Year 2020/2021.

Table 13: Breakdown of Administrative Costs	Amount
Urban Grant Program Administration	\$144,587
Urban Grant Disbursements – Administrative Expenditures	\$2,761
Annual Measure Q Status Report Preparation	\$1,361
Measure Q Parcel Tax Engineering Services	\$8,000
General Supplies and Consumables	\$242,791
TOTAL ADMINISTRATIVE COSTS	\$399,500



Appendices



- A. Index of Projects Funded by Measure Q in Fiscal Year 2020/2021
- 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 2020/2021

Project Number	EPC	Project	Funds Expended in FY 20/21	Status	Page Number
P-000007	1	Integrated Pest Management (IPM) Program Development	87,240	In Progress - Delayed	27
P-000014	1	Fuels Management Program	6,451	In Progress - On Track	28
P-000019	1	Priority Land Acquisition Projects	264,560	Ongoing	29
P-000022	2	Coyote Valley Water Resources Investment Strategy	21,565	In Progress - Delayed	49
P-000024	1	Coyote Valley Conservation Strategy	46,212	In Progress - On Track	30
P-000025	1	Regional Conservation Investment Strategy	2,781	Completed	31
P-000026	1	Santa Clara Valley Agricultural Plan	19,576	In Progress - Delayed	32
P-000027	1	Santa Clara Valley Greenprint Implementation Funding / Grant Research	51,997	Ongoing	33
P-000028	3	Coyote Ridge Open Space Preserve Public Access Plan	111,211	In Progress - Delayed	61
P-000032	3	Coyote Valley Open Space Preserve Improved North Meadow Public Access	59,193	In Progress - Delayed	62
P-000033	3	Dexter Canyon Bridge Replacement	18,756	In Progress - On Track	63
P-000036	3	Rancho Cañada del Oro Llagas Creek Bridge and Day Use Area	46,518	In Progress - On Track	64
P-000045	3	Understanding Our Community Phase II	8,841	Completed	65
P-000046	3	Deep Engagement Communities Partnership & Comm Building	7,187	Completed	66
P-000048	1	Nature as Infrastructure Initiative	12,923	Completed	34
P-000087	3	Coyote Valley Open Space Preserve Operations & Maintenance	169,958	Ongoing	67
P-000088	3	Sierra Vista Open Space Preserve Operations & Maintenance	588,688	Ongoing	68
P-000089	3	Coyote Ridge Open Space Preserve Operations & Maintenance	39,764	Ongoing	69
P-000090	3	Rancho Cañada del Oro Open Space Preserve Operations & Maintenance	266,094	Ongoing	70

Project Number	EPC	Project	Funds Expended in FY 20/21	Status	Page Number
P-000091	3	Diablo Foothills Open Space Preserve Operations & Maintenance	28,418	Ongoing	71
P-000092	3	Little Uvas Open Space Preserve Operations & Maintenance	4,874	Ongoing	72
P-000093	3	Palassou Ridge Open Space Preserve Operations & Maintenance	7,391	Ongoing	73
P-000095	3	North Pajaro River Agricultural Preserve Operations & Maintenance	76,949	Ongoing	74
P-000096	3	Santa Teresa Foothills Open Space Preserve Operations & Maintenance	15,715	Ongoing	75
P-000097	3	Upper Uvas Open Space Preserve Operations & Maintenance	2,145	Ongoing	76
P-000098	3	Mount Chual Open Space Preserve Operations & Maintenance	1,338	Ongoing	77
P-000099	3	El Toro Open Space Preserve Operations & Maintenance	3,916	Ongoing	78
P-000112	1	Conservation Easement Monitoring	8,089	Ongoing	35
P-000121	3	5-Year Capital Improvement Plan	52,131	On Hold	79
P-000123	1	Natural Resource Policy and Planning	20,872	Ongoing	36
P-000124	1	GIS Program Development	87,415	Ongoing	37
P-000126	1	High Speed Rail Planning and Coordination	2,373	In Progress - Delayed	38
P-000158	2	Coyote Ridge OSP Grazing and Habitat Improvements	24,059	In Progress - On Track	50
P-000186	1	Fisher Flats/Bend Interim Management Plan	327	In Progress - Delayed	39
P-000188	1	Regional Project Reviews	56,329	Ongoing	40
P-000202	3	South Pajaro River AP Operations & Maintenance	1,426	Ongoing	80
P-000203	1	Tilton Acquisition	68,787	Ongoing	41
P-000227	2	Blair Ranch Pond Habitat Enhancement (RC-07 & RC-10)	85,630	In Progress - Delayed	51
P-000229	1	Climate Smart San Jose Plan	79,109	In Progress - Delayed	42
P-000243	1	Martin Farm Ag Conservation Easement	15,812	Completed	43
P-000246	1	Resilient Cities and Rural Areas	5,679	Completed	44
P-000247	3	Interp & Environmental Education Program	194,274	Ongoing	81
P-000248	3	Volunteer Program	87,942	Ongoing	82

Project Number	EPC	Project	Funds Expended in FY 20/21	Status	Page Number
P-000249	1	Coyote Valley Acquisitions (Brandenburg & Sobrato)	42,815	In Progress - On Track	45
P-000250	1	Coyote Valley Conservation Areas Master Plan	566,275	In Progress - On Track	46
P-000251	2	Pajaro River Riparian Restoration	8,796	In Progress - On Track	52
P-000253	2	Pajaro River Basin Wildlife Study	165	Completed	53
P-000267	3	North Coyote Valley Conservation Area Operations & Maintenance	92,511	Ongoing	83
P-000268	3	Tulare Meadows Operations & Maintenance	43,601	Ongoing	84
P-000269	2	Fisher Creek Riparian Habitat Restoration	15,955	In Progress - Delayed	54
P-000272	3	Fisher's Bend Agricultural Preserve Operations & Maintenance	8,103	Ongoing	85
P-000276	3	COVID-19 Emergency Response	233,170	Ongoing	86
P-000277	2	Coyote Valley Groundwater Sustainability Report	6,342	In Progress - Delayed	55
P-000278	2	Pajaro River Ag Preserve Habitat Improvements	68,831	Completed	56
P-000280	3	American Disabilities Act Transition Plan	7,843	In Progress - On Track	87
P-000282	3	Replace Existing Grant Management Software	5,295	In Progress - Delayed	88
P-000283	3	Parking Reservation System	3,078	In Progress - Delayed	89
P-000285	3	Crews Fire Emergency Response	31,500	Completed	90
P-000286	3	SCU Lightning Complex Fire Emergency Response	39,251	Completed	91
P-000307	2	Spreckles Wetland Enhancement Project	317	In Progress - Ahead of Schedule	57
P-000308	2	Fisher Creek Riparian Restoration (BEF Funded)	214	In Progress - Ahead of Schedule	58

Project Number	EPC	Project	Funds Expended in FY 20/21	Status	Page Number
P-000309	3	COVA Operations and Maintenance	3,892	Ongoing	92
P-000320	3	Diablo Foothills Boundary Fence Re-Build	83,321	In Progress - On Track	93
			\$4,021,788		

Authority Board of Directors' Response to MQEOC Oversight Report Recommendations for Fiscal Year 2020/2021

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.

On April 22, 2021, the MQEOC presented the Annual Measure Q Oversight Report to the Open Space Authority Board of Directors, providing a summary and recommendations on Measure Q expenditures for FY 2019 / 2020. At the meeting, Staff stated they would bring the recommendations to the Board for review and response to the recommendations.

On July 22, 2021, Staff brought the recommendations to the Board of Directors for review. Staff provided an update on actions they had implemented in response to the MQEOC's feedback. The Board approved the Authority's responses and actions for each of the MQEOC's recommendations, which are documented herein.

Recommendation #1:

The Authority should hire an independent auditor to conduct an independent audit to assure that the 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. Given that the Measure T FAQs on the Open Space Authority website stated: “In addition, the appropriate application of funds has been confirmed through careful analysis of our audits by an independent Measure Q Expenditure Oversight Committee,” the MQEOC would encourage the Open Space Authority to consider this recommendation once Measure T goes into effect.

Authority Response:

Since the first collection of Measure Q revenues, independent financial audits have been performed as required by the Expenditure Plan. Auditors have presented the audit reports to the Board of Directors and the Measure Q Expenditure Oversight Committee (MQEOC) annually, affirming the sample size and process conducted in accordance with auditing standards applicable to financial audits contained in Government Auditing Standards.

Staff has informed the MQEOC that the stated audit requirement is included under Section C (Administrative Provisions and Fiscal Safeguards) of the Plan. Furthermore, Section C(1), titled Citizen Oversight and Independent Financial Audits, clarifies the type of audits required in the Plan. For the past six years since Measure Q passed, the Authority has fulfilled its reporting requirements under the Plan. The Authority’s independent financial auditor has found reasonable assurance that the agency’s financial statements are free from material misstatement and has expressed this clean audit outcome in the annual auditor’s report.

Furthermore, in response to previous recommendations by the MQEOC, staff researched potential audit types and any associated costs. It is unclear if a programmatic auditor would express an opinion as to whether expenditures spent are “necessary and reasonable.” At the time of staff’s research, an audit for an agency similar to the Authority with an annual budget of approximately \$8,000,000 could cost approximately \$20,000. The Plan was not written to and does not provide sufficient budget for the MQEOC to request an audit not required by the Plan. Therefore, staff recommends not pursuing an additional audit.

Recommendation #2:

The Authority should hire an auditor to review internal control annually so that the independent financial auditor can confirm that there are no material weaknesses.

Authority Response:

An independent financial audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements, including an assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. The procedures selected depend on the auditor’s judgment and are conducted in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. An audit also includes evaluating the appropriateness of accounting policies and procedures used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. Considering that an independent financial auditor reviews and assesses the agency’s internal control relevant to the fair presentation of the financial statements, staff does not recommend hiring a separate auditor to perform a duplicative review of the agency’s internal control.

Recommendation #3:

Make the following changes to the sample transactions audit:

- a. Related to cover sheet
 - i. Add grant # or project # field
 - ii. Amend Item #6: “Verify a manager and/or Board of Directors has authorized the expense purchase order”
 - iii. Rename “Committee Pick” category to “Transactions Over \$1,000”
- b. Related to documentation
 - i. Include PO balances on blanket POs.
 - ii. Order documentation in binders as POs first, then Bills
 - iii. Check the readability of the Acumatica PO screenshots before publication
 - iv. Retain the original Acumatica approvals regardless of subsequent changes

Authority Response:

Edits to the sample transactions cover sheet have been made. Requests to improve readability of the documentation binder will be fulfilled for the FY 2020/2021 review process. Staff has updated accounting processes to include retaining screenshots of the original Acumatica approvals prior to making any changes to a previously approved purchase order (effective July 1, 2021).

Recommendation #4:

Review oversight procedures of other special districts to see if there are any improvements that can be made in current procedures.

Authority Response:

Staff researched and reviewed the bylaws, expenditure plans, financial audits, and oversight reports of ten (10) public agencies.

Agency	Measure	Most recently approved in...	Estimated Total Revenues Generated from Measure	# of members	# of meetings per year
Bay Area Rapid Transit	RR	2016	\$3.5 billion	7	4
East Bay Regional Park District*	FF	2018	Approx. \$3.3 million/year for 20 years	n/a	n/a
Hayward Area Park and Recreation District	F1	2016	\$250 million	5	1-4
Los Angeles County Regional Park and Open Space District	A	2016	Approx. \$94.3 million/year [†]	5	4
Midpeninsula Regional Open Space District**	AA	2014	\$300 million	7	Min 1
Oregon Zoo	26-96	2008	\$125 million	13-19	Min 2
Rodeo-Hercules Fire District	O	2016	Approx. \$2.5 million/year [†]	3-5	Min 2
San Francisco Municipal Transportation Authority	n/a	n/a	\$365.7 million	7	Min 4
Santa Cruz County Regional Transportation Commission	D	2016	Approx. \$17 million/ year for 30 years	5	1-4
Valley Water	S	2020	Approx. \$45.5 million/year [†]	14	3

* EBRPD Measure FF does not require an oversight committee

** Previously contacted MROSD staff in 2019

[†] Measure does not expire

Staff reached out to six (6) agencies to inquire about current oversight processes and the types of reports and other information provided to the oversight committees, and five (5) agencies responded (highlighted in dark blue).

A summary of the five agencies' typical processes and types of reports is as follows:

Hayward Area Park and Recreation District

The Citizens' Bond Oversight Committee (CBOC) is responsible for ensuring the bond proceeds are expended only on the types of projects identified in the Bond Measure, reviewing the proposed project list prior to the issuance of each series of bonds to ensure that projects proposed are authorized by the Bond Measure, annually reviewing the Capital Improvement Program Expenditure Plan to ensure projects and activities proposed for funding by Measure F1 are in conformance with the purposes stated in the Bond Measure, to receive progress reports on projects funded by Measure F1 bond proceeds, and annually reviewing the audits and reports of expenditures of bond proceeds and inform the District's Board of Directors and the public concerning the same.

Meghan Tiernan, Capital Planning and Development Director, explained that the CBOC initially met only once a year to review the financial audit report. Staff now provides the CBOC a handout of bond expenditures and a presentation on the status of the projects at quarterly meetings. Additionally, the CBOC picks one (1) major project and reviews the project's cost control report. The CBOC primarily focuses on whether the project is an approved type of project authorized in the Bond Measure, the project's overall spending versus budgeted expenditures, and how staff determines how much of the project's expenditures are charged to the Bond Measure versus other funding sources.

Los Angeles County Regional Park and Open Space District

The Citizen Oversight Advisory Board (Advisory Board) is responsible for reviewing RPOSD's annual independent audit of the Measure A Program, ensuring RPOSD publishes a complete accounting of all allocations each year and submitting to the County periodic evaluations of the program, identifying any changes needed to meet the objectives of the Measure A resolution, and providing an update to the Board of Supervisors about its activities through an Annual Report.

Narineh Nersessian, Administration Section Manager, explained that, while the Measure was passed in 2016, RPOSD only just recently completed its first year of reporting due to funds being withheld during ongoing litigation against Measure A; therefore, the oversight process is extremely new. Thus far, RPOSD's process includes providing quarterly financial updates and seeking the Advisory Board's endorsement after their review. RPOSD also provides the annual financial audit for review.

RPOSD differs from the Authority in that RPOSD does not have any projects of its own; therefore, RPOSD does not provide any reports on project status. RPOSD's Measure A allows for some administrative expenses and the rest of the revenues collected are allocated to cities within its jurisdiction, either based on formula-based calculations or a competitive grant process. As a result, its quarterly reports consist of tables and graphs summarizing the allocations to the cities, and how much of the allocations has been awarded to and expended by specific grant projects. While not required to do so, RPOSD's first report did highlight two completed projects funded by the grants.

San Francisco Municipal Transportation Authority

The San Francisco Municipal Transportation Authority Bond Oversight Committee (Committee) is responsible for providing oversight to ensure that: (1) debt proceeds are expended only in accordance

with the authorizing resolution and applicable law, (2) debt proceeds are expended solely for uses, purposes and projects authorized in the authorizing legislation, and (3) debt proceeds are appropriately expended for authorized capital improvements.

In order to perform the oversight, the Committee may engage in any of the following activities:

- 1. Inquire into the disbursement and expenditure of the debt proceeds of the Agency by receiving any reports, financial statements, correspondence or other documents and materials related to the expenditure of debt funds;*
- 2. Hold public hearings to review the disbursement and expenditure of debt proceeds of the Agency;*
- 3. Inspect facilities and infrastructure financed with debt proceeds of the Agency;*
- 4. Receive and review copies of any project statements and the status of projects, including expenditures incurred for projects funded through the debt of the Agency;*
- 5. Review efforts by the Agency to maximize debt proceeds by implementing cost-saving measures, including, but not limited to, all of the following: (i) mechanisms designed to reduce the costs of professional fees and consulting services; and (ii) recommendations regarding the use of core facilities and use of cost-effective and efficient reusable facility plans;*
- 6. Commission independent review of the disbursement and expenditure of debt proceeds of the Agency and retain outside auditors, inspectors and necessary experts to conduct such independent review.*

Joel Goldberg, Programming & Grants Manager, explained that staff provides the Committee with quarterly reports. The reports include a summary of bond expenditures and the project status for each funded project. In addition to the quarterly reports, staff also provides oral presentations on select capital projects and review the independent accountants' report on applying agreed-upon procedures.

SFMTA currently engages KPMG to perform an audit, using agreed-upon procedures, on a random set of samples. A large part of the process includes selecting the 25 highest dollar amounts and randomly selecting 15 additional expenditures not within the highest dollar amounts. For the sampled items, KPMG validates project expenditures are incurred on authorized capital projects by comparing invoices and project descriptions, verifying project manager or authorized signatory approvals, determining compliance with SFMTA's policies, reviewing a random staff member's timecard on a project and recalculate the payroll expense, if applicable, and checking for agreement of a journal entry adjustment, where applicable.

Note: this sampling process is similar to what Midpeninsula Regional Open Space District (Midpen) adopted for its oversight committee in reviewing its Measure AA bond expenditures. However, the sampling process is currently conducted by the oversight committee members themselves, not by an external financial auditor. Consequently, when Authority staff consulted with Midpen regarding its oversight committee process, Authority staff adopted an approach more similar to using an internal review team (like Midpen) as opposed to an external engagement (like SFMTA).

Santa Cruz County Regional Transportation Commission

The Measure D Taxpayer Oversight Committee is responsible for reviewing Measure D expenditures on an annual basis to ensure that they conform to the Measure D Ordinance, reviewing the annual audit and report prepared by an independent auditor, and producing a publicly available Annual Report of

Oversight Activities issued to the Regional Transportation Commission with findings regarding compliance with the requirements of Measure D and its Expenditure Plan.

Shannon Munz, Communications Specialist, explained that Measure D funds regional planning expenditures incurred by the SCCRTC and the rest of the revenues collected are disbursed to cities (recipient agencies) within the county. As a result, the SCCRTC receives an annual financial audit and project status report from each recipient agency and provides the Oversight Committee with a comprehensive report. SCCRTC provides a cover sheet and spreadsheets as a checklist and reporting form to ensure each recipient agency's project status report provides, at the minimum, the following information: project budget, amount spent to date, encumbered amounts, and project status.

Although the Bylaws allow for up to four meetings, the Oversight Committee typically meets only twice a year:

- First meeting involves staff presentation of the financial audits, verbal updates from recipient agencies, and an opportunity for Committee members to ask questions*
- Second meeting involves Committee discussion and agreement on content for the annual report, authorization of the Committee Chairperson to prepare a letter from the committee commenting on whether Measure D Ordinance provisions and requirements were met, and direction to staff to assist in preparing and making the report available to the public*

At the Oversight Committee's suggestion, oversight reports are kept simple and focused on the financials and findings of the audits and include highlights of some of the projects that are funded by Measure D funds.

Valley Water

The Independent Monitoring Committee (IMC) is responsible for conducting an annual review of the fiscal year report, providing an annual report to the Board of Directors regarding implementation of the intended results of the Safe, Clean Water and Natural Flood Protection Program (Program), reviewing each proposed five-year implementation plan prior to its submittal for Board approval, and making recommendations to the Board of Directors regarding reasonably necessary measures to meet the priorities of the Program.

Meenakshi Ganjoo, Supervising Program Administrator, explained that the IMC typically meets three (3) times a year:

- First meeting involves receiving the annual report, as well as project updates for a selected number of projects previously selected in the prior year. The IMC also assigns members to four (4) subcommittees, each responsible for reviewing project statuses in an assigned priority or priorities. A fifth subcommittee is responsible for reviewing the financial data.*
- Subcommittees then meet with responsible project managers to review the annual report and ask questions.*
- Second meeting involves subcommittee chairs reporting out on key areas of discussions and recommendations within the assigned priority or priorities. Project managers are also present at the meeting in case other members of the IMC have questions.*
- IMC Chair and Subcommittee Chairs meet to draft the IMC Report*
- Final meeting involves the IMC reviewing and approving the final IMC Report.*

During the presentation of the annual report, Valley Water staff summarizes the project expenditures for the past fiscal year, providing explanations for any budget variances exceeding 5%, and shares a forecast of the projects' estimated total costs by Year 15. The high-level forecasts have allowed Valley Water staff to communicate and the IMC to understand the funding needs required to achieve the goals and objectives of each priority as outlined in the Program.

Recommendation #5:

Require project manager to submit a budget and spending plan, including all projects that include Measure Q funding, and report when total spending exceeds the original budget and why.

Staff Response:

Staff currently submits annual budgets for projects and provides the Board of Directors with quarterly updates of the status of said projects. During the FY 2021/2022 budget and work plan development process, project managers were asked to submit a project request form, a document that captured information regarding the project's secured funding sources and estimated budgets for the next five fiscal years. Staff continues to refine reporting processes and is currently designing a new process, and any related tools, to assist project managers in reporting any variances in project spending to Priority Leads.

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."
