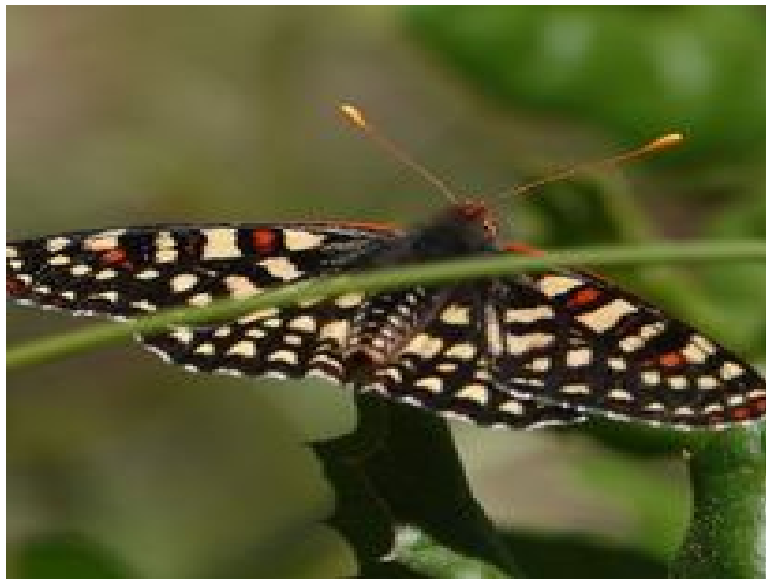


MONTEREY PENINSULA REGIONAL PARK DISTRICT



ADOPTED BUDGET FISCAL YEAR 2023-24



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**ADOPTED BUDGET
FISCAL YEAR 2023-24
(July 1, 2023 – June 30, 2024)**

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**Board of Directors and Staff
As of July 1, 2023**

Board of Directors

Kelly Sorenson – Secretary/Treasurer	Ward 1:	Marina, East Garrison/Ford Ord, North Seaside
Shane Anderson – Director	Ward 2:	East Seaside
Kevin Raskoff – Vice President	Ward 3:	Sand City, Del Rey Oaks, West Seaside, Central Monterey
Kathleen Lee – President	Ward 4:	Pacific Grove, Del Monte Forest/Pebble Beach, West Monterey
Monta Potter – Director	Ward 5:	Carmel, Carmel Valley, South Monterey, Big Sur

Management Team

Rafael Payan, PhD – General Manager
Kelly McCullough – Finance Manager
Shuran Parker – Administrative Services Manager

Regular Staff

Caine Camarillo – Supervising Ranger
Joseph Narvaez – Ranger
Jacqueline Nelson – Environmental Education Supervisor
Jeffrey Niewenhuis – Ranger
Jacob Sanderson – Ranger
Jacob Smith – Planning & Conservation Program Manager
Hatton Verga Vandervort – Ranger
Deborah Warcken – Administrative Assistant
Deborah Wyatt – Environmental Education Coordinator (Volunteers)

Contract Staff

Claire Ackland – Environmental Education Specialist
Ira Comello – Ranger
Jonathan David – Environmental Education Specialist
Jared Martens – Ranger
Savannah Peña – Environmental Education Coordinator (Programs)
Rebecca Smith – Accounting Technician

Goals for Years 2021 – 2025

- 1. *Adapting to a Changing World***
- 2. *Stewarding through Land Use and Conservation Planning***
- 3. *Increasing Social Equity and Engaging People with Nature and History***
- 4. *Enhancing MPRPD's Relevance to our Community District-wide***
- 5. *Building Coalitions***
- 6. *Investing in Human Capital***
- 7. *Maintaining Financial Stability***
- 8. *Revisiting Other Items as Conditions Change***

Mission Statement:

The mission of Monterey Peninsula Regional Park District is to acquire and maintain open space in the District for preservation and use, working with partners and the community, for public benefit and enjoyment, and environmental protection.

**To: Honorable President and Members of the Board of Directors
Monterey Peninsula Regional Park District**

From: Shuran Parker, Acting General Manager

Date: June 7, 2023

Subject: Proposed Budget for FY2023-24

BUDGET OVERVIEW

As we look toward another exciting year at the Monterey Peninsula Regional Park District (District) and projects, continued and new, I'm pleased to present the District's budget for Fiscal Year 2023-24.

Fiscal Year 2022-23 was a banner year for the District: we celebrated the 50th anniversary of our agency's formation; we marked the end of the Coronavirus Disease 2019 (COVID-19) global pandemic and state and local emergency mandates; Phase 1 of our "Project B" took shape and neared conclusion; and we continued to lay the groundwork for restoration efforts at Palo Corona Regional Park's Rancho Cañada unit.

While the COVID-19 pandemic took a toll on most facets of our operations and how we do business for the better part of three years, we are proud of how the District was able to adapt to a "new normal", while still focusing on service delivery. In Fiscal Year 2023-24, we will revisit lessons learned and other takeaways that will help us build and become a stronger, more resilient MPRPD.

A few key projects for Fiscal Year 2023-24 include, in the north: continuing Restoration efforts at the Marina Dunes Preserve with the help of mitigation funding from Pacific Gas & Electric; continued contribution toward Vegetation Management at the Laguna Grande Regional Park; and Habitat Management Planning and Permitting at the Frog Pond Wetland Preserve.

In the southern portion of the District, work on the Floodplain Restoration Project at Palo Corona Regional Park's Rancho Cañada unit will continue. Near the close of Fiscal Year 2022-23, the California State Coastal Conservancy approved roughly \$700,000 toward planning and permitting of the project and we're looking to secure additional grants for Restoration of the site next year. We will also make improvements to the Maintenance Shop at Palo Corona to ensure that equipment remains secure and in good working condition. At Garland Ranch Regional Park, efforts toward the Fuel Mitigation and Fire Management plan will continue and we will finalize installation of a new Ramada/Outdoor Classroom.

As a small, but mighty agency, the Monterey Peninsula Regional Park District continues to strive for excellence and to be a great partner to local and statewide organizations. COVID-19 and our accomplishments during the pandemic showed us that we can pivot, course-correct when faced with challenges and come out a better team on the other side.

We look forward to the future and working toward the Fiscal Year 2023-24 goals. A special thank you to the entire District staff who worked tirelessly through some very challenging times and the Board for their support and dedication to our mission.

**MONTEREY PENINSULA REGIONAL PARK DISTRICT
RESOLUTION #2023-04
June 7, 2023**

**A RESOLUTION ADOPTING THE BUDGET OF THE MONTEREY PENINSULA
REGIONAL PARK DISTRICT FOR FY2023-24**

WHEREAS, the proposed budget of the MONTEREY PENINSULA REGIONAL PARK DISTRICT for the FY2023-24 was prepared by the Acting General Manager and reviewed by the Board's Finance Committee; and

WHEREAS, the proposed budget was subsequently submitted to the Board of Directors at its meeting of June 7, 2023; and

WHEREAS, the Board of Directors reviewed the proposed budget and thereafter caused a public hearing to be held concerning said budget;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MONTEREY PENINSULA REGIONAL PARK DISTRICT that the Proposed Budget for FY2023-24 is hereby approved as the adopted budget of the MONTEREY PENINSULA REGIONAL PARK DISTRICT in the amount of \$7,343,600 for revenues and \$8,912,300 for expenditures (or as amended by the Board). A copy of said budget is on file at the District's Administrative Offices at 4860 Carmel Valley Road, Carmel, California, 93923 and is hereby referred to for further information.


BE IT FURTHER RESOLVED THAT monies may be transferred from one expenditure account to another with the approval of the District General Manager, except that monies may not be transferred from fund balance or other reserve accounts without approval of the Board of Directors.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the MONTEREY PENINSULA REGIONAL PARK DISTRICT, this 7th day of June 2023 in Carmel, California, by the following vote:

AYES: Directors Anderson, Lee, Potter, Raskoff and Sorenson

NOES: Directors none

ATTEST:



Kathleen Lee, President



Kevin Raskoff, Vice President

Revenues, Expenditures and Fund Balance

Fund Balance 6/30/22	\$20,139,836
<u>FY2022-23</u>¹	
Estimated Revenues	\$7,199,326
Estimated Expenditures	<u>\$8,172,610</u>
Estimated Fund Balance 6/30/23^{2,3}	<u>\$19,166,552</u>
<u>FY2023-24</u>	
Projected Revenues	\$7,343,600
Projected Expenditures	\$8,912,300
Projected Fund Balance 6/30/24	<u>\$17,597,852</u>

¹ Based on April 2023 Budget Review estimates

² Approximately \$2,568,000 of this estimated balance is Restricted for the purchase of beachfront/dune property, representing CalTRUST Seawall Mitigation fund balance as of 4/30/2023.

³ In addition to the Restricted amount, per the General Fund Reserve Fund Balance Policy, \$12,374,179 shall be Unassigned for: 100% of annual operating budget (\$8,882,300 for FY2023-24); 100% of accumulated depreciation (\$2,491,879 as of 6/30/23); and unanticipated expenditure requirements (\$1,000,000).

Summary of Revenues
FY2020-21 thru FY2023-24

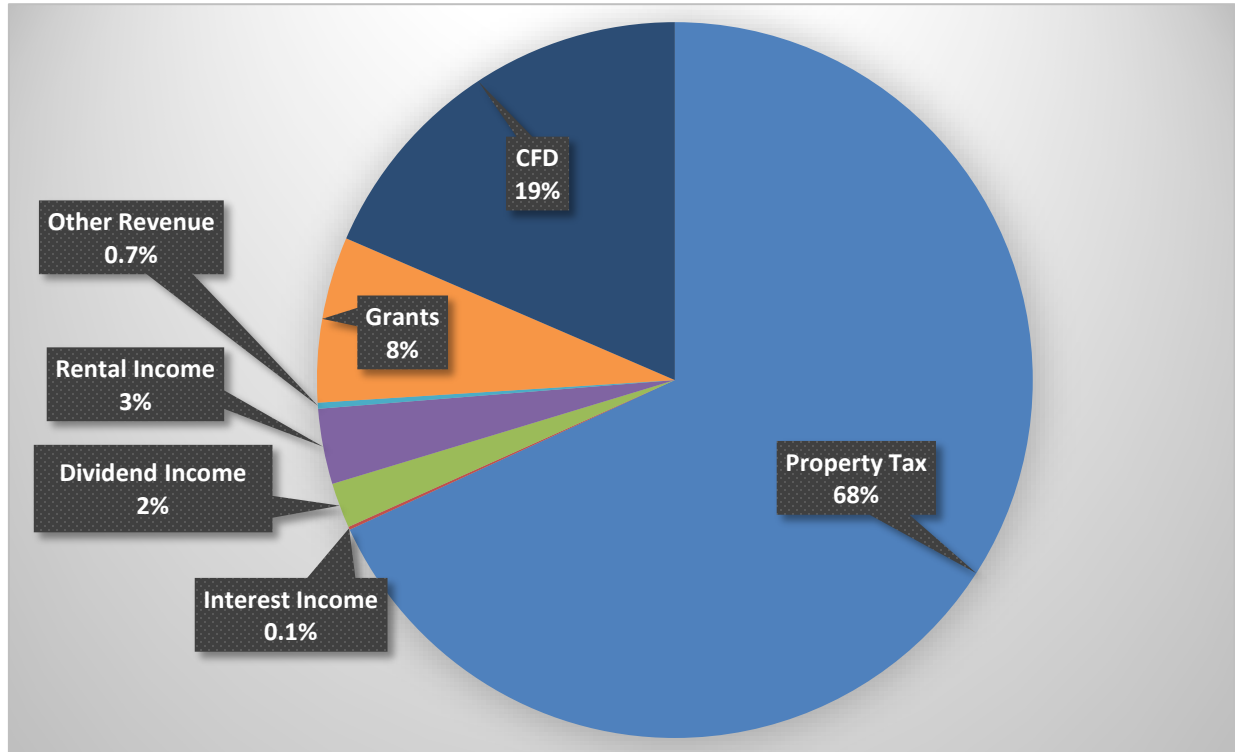
	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Estimate	2023-24 Adopted
GENERAL FUND:					
Property Tax	4,690,007	4,846,809	4,654,600	4,654,600	5,003,700
Interest Income	9,473	55,676	7,500	20,000	10,000
Dividend Income	71,355	79,242	40,000	200,000	150,000
Rental Income	91,764	87,920	195,000	265,000	250,000
Other Revenue	104,106	1,342,736	50,000	83,000	20,000
TOTAL GENERAL FUND	4,966,705	6,412,382	4,947,100	5,222,600	5,433,700
GRANTS:					
Habitat Conservation (Prop 117)	0	0	549,800	0	549,800
Per Capita	0	0	400,000	400,000	0
Recreational Infrastructure (Prop 68)	0	0	250,000	250,000	0
Other Grants	0	40,977	0	0	0
TOTAL GRANTS	0	40,977	1,199,800	650,000	549,800
TOTAL GENERAL FUND/GRANTS	4,966,705	6,453,359	6,146,900	5,872,600	5,983,500
ASSESSMENT DISTRICT:					
Assessment District Fund	6,300	4,507	0	2,726	0
TOTAL ASSESSMENT DISTRICT	6,300	4,507	0	2,726	0
COMMUNITY FACILITIES DISTRICT:					
CFD - Services (70%)	880,723	899,029	926,800	926,800	952,100
CFD - Facilities (30%)	377,453	385,298	397,200	397,200	408,000
TOTAL CFD	1,258,176	1,284,328	1,324,000	1,324,000	1,360,100
REVENUE TOTAL	6,231,180	7,742,193	7,470,900	7,199,326	7,343,600

Despite continued uncertainties about the long-term effects caused by the COVID-19 pandemic, the proposed budget includes a 7.5% increase in Property Tax revenue above the prior year estimate, due to strong near year-end performance. Grants have been reprogrammed into this new budget, as projects will likely be completed this year.

Having used all remaining funding in the Parks, Open Space and Coastal Preservation Assessment District (AD) which "sunsetted" in June 2019, we do not anticipate receiving any additional funding and are closing out that funding mechanism. The Board-approved revenue anticipated from the Community Facilities District (CFD) has been included in this year's proposed plan, representing a 3% increase for Services, and 2% for Facilities.

Summary of Revenues by Type

FY2023-24



Total FY2023-24 Revenues: \$7,343,600

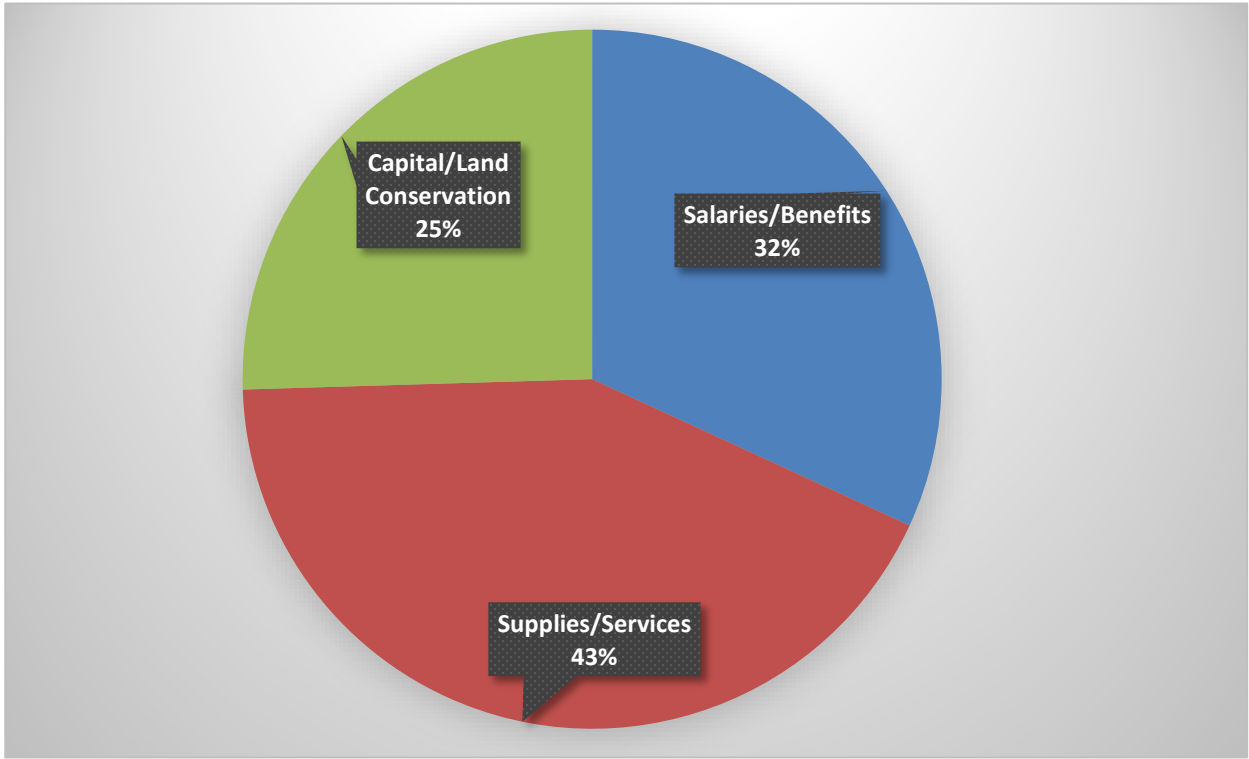
Property Tax	5,003,700
Interest Income	10,000
Dividend Income	150,000
Rental Income	250,000
Other Revenue	20,000
Grants	549,800
CFD	1,360,100
TOTAL	7,343,600

Summary of Expenditures by Type

FY2023-24

	Personnel	Services/ Supplies	Capital	TOTAL
GENERAL FUND:				
Administration	807,500	813,000	85,100	1,705,600
Operation & Maintenance	1,095,400	215,000	338,900	1,649,300
Environmental Ed./Comm. Outreach	576,600	220,300	1,700	798,600
Planning & Conservation	361,300	411,000	549,800	1,322,100
Capital Projects	0	0	419,700	419,700
TOTAL GENERAL FUND	2,840,800	1,659,300	1,395,200	5,895,300
COMMUNITY FACILITIES DISTRICT:				
CFD - Services	0	2,142,000	180,000	2,322,000
CFD - Facilities	0	0	695,000	695,000
TOTAL CFD	0	2,142,000	875,000	3,017,000
EXPENDITURES TOTAL	2,840,800	3,801,300	2,270,200	8,912,300

Summary of Expenditures by Type
FY2023-24

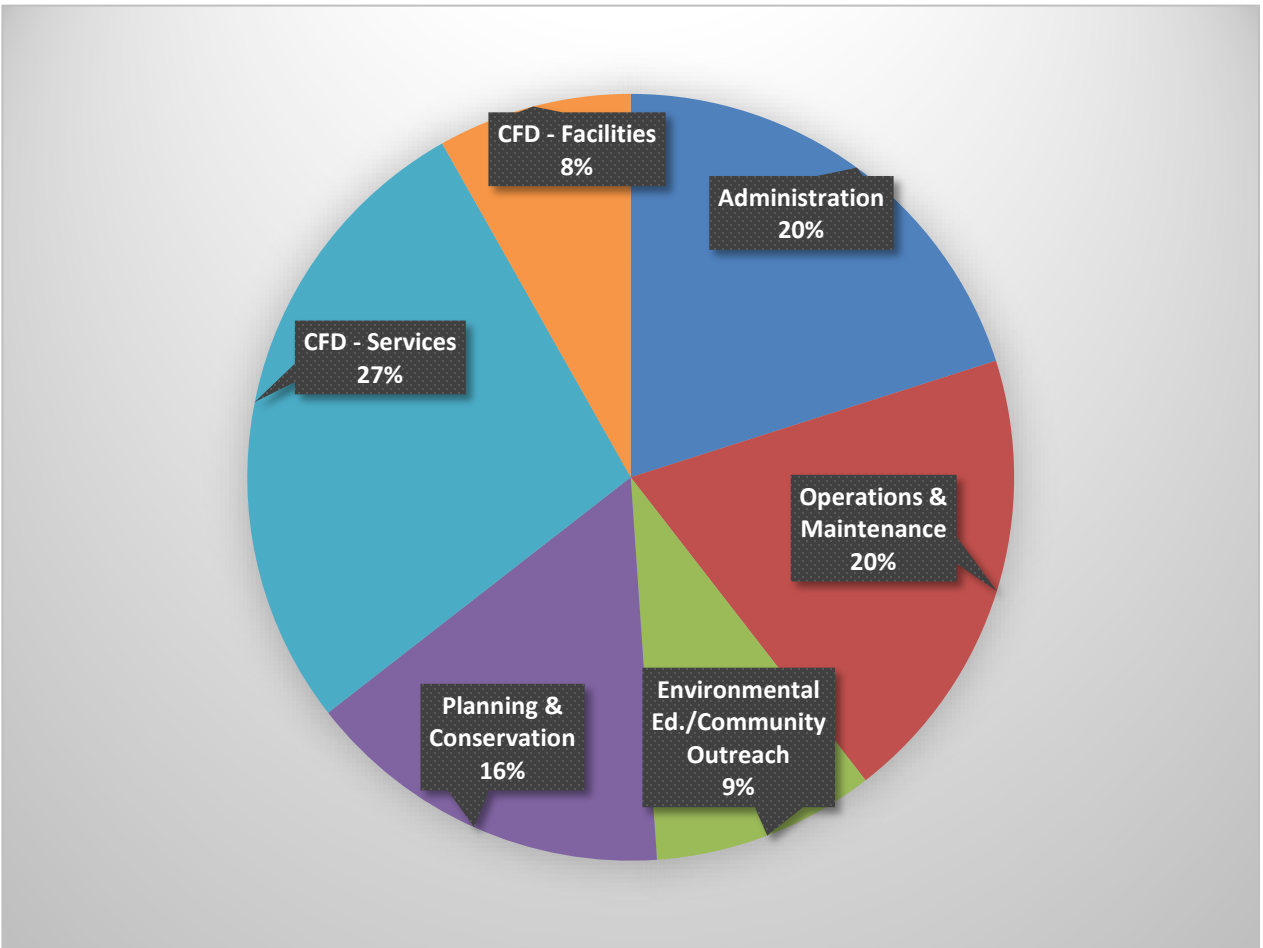


Total FY2023-24 Expenditures: \$8,912,300

Salaries/Benefits	2,840,800
Supplies/Services	3,801,300
Capital/Land Conservation	2,270,200
TOTAL	8,912,300

Summary of Expenditures by Program

FY2023-24



Total FY2023-24 Expenditures: \$8,912,300

Administration	1,705,600
Operations & Maintenance	1,649,300
Environmental Ed./Community Outreach	798,600
Planning & Conservation	1,322,100
CFD - Services	2,322,000
CFD - Facilities	695,000
TOTAL	8,912,300

Summary of Expenditures

FY2020-21 thru FY2023-24

	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Estimate	2023-24 Adopted
GENERAL FUND:					
Administration	3,609,034	1,257,954	1,958,600	1,550,600	1,705,600
Operations & Maintenance	1,471,210	1,449,866	1,380,700	1,484,000	1,649,300
Environmental Ed./ Comm. Outreach	477,686	576,097	736,600	727,600	798,600
Planning & Conservation	1,551,616	496,646	1,058,700	476,900	1,322,100
Capital Projects	0	0	700,000	990,000	419,700
TOTAL GENERAL FUND	7,109,547	3,780,564	5,834,600	5,229,100	5,895,300
ASSESSMENT DISTRICT:					
Assessment District	395,288	1,312,693	2,000,000	1,292,810	0
TOTAL ASSESSMENT DISTRICT	395,288	1,312,693	2,000,000	1,292,810	0
COMMUNITY FACILITIES DISTRICT:					
CFD - Services	292,180	211,764	1,058,000	1,472,700	2,322,000
CFD - Facilities	251,978	560,468	493,300	178,000	695,000
TOTAL CFD	544,157	772,232	1,551,300	1,650,700	3,017,000
EXPENDITURES TOTAL	8,043,755	5,865,489	9,385,900	8,172,610	8,912,300

Proposed General Fund expenditures for FY2023-24 are roughly \$710,000 more than the FY2022-23 year-end estimate, largely due to using funding from reserves in the CFD accounts. As instructed by the Board, a 2.0% Cost of Living Adjustment (COLA) was included for staff, a portion of the 4.90% increase to the San Francisco area Consumer Price Index.

The proposed budget also includes various Planning & Conservation Management projects, largely accounted for in the CFD Services, including the some restoration work that was anticipated to start at the end of FY2022-23.

While total Expenditures exceed Revenue by approximately \$1.5M in the General Fund, Revenue exceeds Expenditures by more than \$88,000. The budget overage will come from unused prior year CFD revenue in District reserves.

Staffing Summary, Full-time Equivalents

FY2020-21 thru FY2023-24

	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Adopted
Administration:				
General Manager	0.25	0.25	0.25	0.25
Finance Manager	1.00	1.00	1.00	1.00
Administrative Services Manager	1.00	1.00	1.00	1.00
Accounting Technician	0.00	1.00	1.00	1.00
Administrative Assistant	1.50	1.00	1.00	1.00
DIVISION TOTAL	3.75	4.25	4.25	4.25
Operation & Maintenance:				
General Manager	0.25	0.25	0.25	0.25
Supervising Ranger	1.00	1.00	1.00	1.00
Ranger	6.00	6.00	6.00	7.00
DIVISION TOTAL	7.25	7.25	7.25	8.25
Environmental Education/Community Outreach:				
General Manager	0.25	0.25	0.25	0.25
Environmental Education Supervisor	1.00	1.00	1.00	1.00
Env. Education Coord. - Programs	0.25	1.00	1.00	1.00
Env. Education Coord. - Volunteers	1.00	1.00	1.00	1.00
Env. Education Specialist	0.75	0.50	1.00	1.50
DIVISION TOTAL	3.25	3.75	4.25	4.75
Planning & Conservation:				
General Manager	0.25	0.25	0.25	0.25
Planning & Conservation Program Manager	0.00	0.00	1.00	1.00
Resource Conservation Specialist (pending)	0.00	0.00	0.00	1.00
DIVISION TOTAL	0.25	0.25	1.25	2.25
STAFFING TOTAL	14.50	15.50	17.00	19.50

ADMINISTRATION

PROGRAM DESCRIPTION

This program is responsible for a variety of administrative functions including personnel, risk management, safety, finance, payroll, investments, purchasing, contract management, special projects, media and government relations, budgeting, information technology, public records and management, Board of Directors liaison and support, elections, public reception, review and processing of documents, correspondence, and reports.

FISCAL YEAR 2022-23 ACCOMPLISHMENTS

1. Maintained meaningful partnerships and collaborations on programs of mutual interest and public benefit with key partners including, but not limited to: Lobos-Corona Parklands Project coalition consisting of Big Sur Land Trust, California State Parks, Point Lobos Foundation, and MPRPD; not-for-profit organizations including: Ventana Wildlife Society, Santa Lucia Conservancy, Trout Unlimited, Carmel River Watershed Conservancy, The Trust for Public Land, The Nature Conservancy, Point Blue, and MEarth; governmental organizations, including: Carmel Unified School District; various State of California departments including CAL FIRE, State Land Commission, Coastal Commission, Coastal Conservancy, Wildlife Board, Department of Natural Resources, and Assembly members; various County of Monterey agencies including the County Attorney's Office, Office of Emergency Management, Resource Management Agency, Regional Fire, Water, and Waste Water management districts, and the Board of Supervisors; the cities of Carmel, Del Rey Oaks, Marina, Monterey, and Seaside; and, the *PARK IT!* initiative (ongoing)
2. Issued and monitored permits for public access to Palo Corona Regional Park and Kahn Ranch and increased walk-ins from Rancho Canada Unit and South Bank Trail (ongoing)
3. Continued revising and/or creating various Board, personnel, operations, and financial policies (ongoing)
4. Continued to explore efforts for joint management of other public properties (ongoing)
5. Continue to explore efforts to transfer appropriate properties to other governmental agencies (ongoing)
6. Successfully completed the annual independent financial audit of the District with no significant findings (January 2023)
7. Continued "Best Management Practices" by utilizing contract services and community volunteers for special projects and programs as needed (ongoing)
8. Continued successful navigation of COVID-19 crisis, transitioning much of the staff and some volunteers back to in-office/person work, while maintaining the option of telecommuting status, and continuing service delivery to the public (ongoing)
9. Recruited staff to fill vacancies (ongoing)
10. Received classification and compensation study reports (October 2022)
11. Completed construction of Project B, restrooms, shade seating, bus landing and improved ADA accessibility.

ADMINISTRATION

FISCAL YEAR 2023-24 GOALS

1. Continue efforts toward enhanced general public access to Palo Corona Regional Park on a non-permit basis (June 2023)
2. Recruit staff to fill vacancies (ongoing)
3. Continue to explore and develop enhanced revenue generating opportunities (ongoing)
4. Continue seeking and applying for grants (ongoing)
5. Maintain “Best Management Practice” efforts by utilizing contract services for staff training, special projects, legal services, surveys, and appraisals (ongoing)
6. Develop staff succession plans (June 2024)
7. Explore additional opportunities for continued cooperative management agreements and purchasing with other local government agencies (ongoing)
8. Maintain collaborations on programs of mutual interest and public benefit with key partners and organizations (ongoing)
9. Issue and monitor permits for public access to Palo Corona Regional Park and Kahn Ranch (ongoing)
10. Continue revising and/or creating various Board, personnel, operations, and financial policies (ongoing)
11. Continue to explore efforts for joint management of other public properties (ongoing)
12. Continue to explore efforts to transfer appropriate properties to other governmental agencies (ongoing)

ADMINISTRATION						
Expenditures						
FY2020-21 thru FY2024						
	Acct Code	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Estimate	2023-24 Adopted
PERSONNEL:						
Board Compensation	6100	7,200	7,500	7,000	10,000	18,000
Salaries - Full-time	6102	373,530	380,985	442,600	442,600	463,700
Salaries - Part-time	6103	22,453	0	0	0	0
Seasonal/Contract Services	6104	44,665	87,150	66,500	66,500	72,600
Job Training & Education	6106	3,234	5,731	5,000	7,000	8,000
Employee Benefits	6107	2,717,856	158,385	197,000	202,500	200,200
Payroll Tax/Personnel	6109	30,371	33,736	45,000	45,000	45,000
TOTAL PERSONNEL		3,199,310	673,487	763,100	773,600	807,500
SERVICES & SUPPLIES:						
Insurance	6112	123,690	130,698	150,000	150,000	160,000
Postage	6113	1,305	427	1,000	1,200	1,000
Supplies	6114	3,471	5,168	10,000	8,000	10,000
Printing	6120	862	1,984	3,000	3,500	3,000
Legal Notice	6122	3,519	4,424	5,000	5,000	7,000
Publications and Memberships	6124	14,663	14,361	20,000	20,000	21,000
Advertising	6126	0	1,082	2,000	2,000	1,000
Travel, Conference & Meetings	6130	1,914	4,266	10,000	10,000	10,000
Mileage Reimbursement	6132	0	0	1,000	500	500
Computer Maintenance/Supplies	6134	22,722	27,453	30,000	30,000	32,000
Equipment Maintenance	6136	0	0	500	500	500
Equipment Rental/Leases	6137	3,251	3,291	5,000	5,000	5,000
Vehicle Maintenance & Fuel	6138	108	207	1,000	1,000	2,000
Utilities	6142	69,070	103,232	100,000	100,000	100,000
Elections	6147	0	0	506,900	52,200	0
Taxes/assessments	6148	19,852	19,465	20,000	22,000	30,000
Professional/Spec. Serv./Permits	6149	144,545	182,843	220,000	275,000	430,000
District Anniversary	6150	0	454	25,000	6,000	0
TOTAL SERVICES/SUPPLIES		408,972	499,356	1,110,400	691,900	813,000
CAPITAL OUTLAY:						
Depreciation Expense	6161	751	85,111	85,100	85,100	85,100
TOTAL CAPITAL OUTLAY		751	85,111	85,100	85,100	85,100
PROGRAM TOTAL		3,609,034	1,257,954	1,958,600	1,550,600	1,705,600

ADMINISTRATION
Line Item Detail
FY2023-24

ACCT. #	DESCRIPTION	APPLICATION	BASIS	ADOPTED
6100	Board Compensation	Board meetings	B	\$18,000
6102	Salaries/Full-Time	General Manager (25%) Finance Manager Administrative Services Manager Administrative Assistant	A	\$463,700
6104	Contract Staff/Full-Time	Accounting Technician	A	\$72,600
6106	Job Training & Education	Training, Workshops, Classes	A	\$8,000
6107	Employee Benefits	Retirement, Medical, Dental, Vision Disability, Retiree Medical	A	\$200,200
6109	Payroll Tax/Personnel	Federal, State payroll taxes	A	\$45,000
6112	Insurance	Workers Compensation General Liability, Property, Crime	B, C	\$160,000
6113	Postage	Mailings and Postage meter refills	B	\$1,000
6114	Supplies	General office and Administrative supplies	B	\$10,000
6120	Printing	Copies, Brochures, Stationary	A	\$3,000
6122	Legal Notice	Newspaper and Legal notices	B	\$7,000
6124	Publications & Memberships	Special District, Parks & Rec., Chamber memberships, Govt., HR Acctg./Finance, publications	A	\$21,000
6126	Advertising	Misc. Advertising	A	\$1,000
6130	Conference & Travel	CSMFO, GFOA, CSDA, NRPA CJPIA, LCW, etc. conferences	A	\$10,000
6132	Mileage Reimbursement	Mileage Reimbursement	A	\$500
6134	Computer Maint. & Supply	IT Services., Offsite backup Website Maintenance, Software Timekeeping, Printer, Ink, etc.	A	\$32,000

ADMINISTRATION
Line Item Detail
FY2023-24

ACCT. #	DESCRIPTION	APPLICATION	BASIS	ADOPTED
6136	Equipment Maintenance	Copier, Fax, Typewriter, Misc. office equip.	B	\$500
6137	Equipment Rental	Copier machine, Postage machine, Security equipment	C	\$5,000
6138	Vehicle Maintenance/fuel	Vehicle Maintenance/Fuel	B	\$2,000
6142	Utilities	Office/Park Utilities	B	\$100,000
6148	Taxes/assessments	Property Assessments & Fees	A	\$30,000
6149	Professional/Special Serv./ Permits	Legal	A, B	\$430,000
		Financial Audit	C	
		Certified Public Accountant	A, B	
		LAFCO	A	
		Public Relations	A	
		Actuarial Valuations	A, B	
		Janitorial	A, B	
		Other Professional Services	A	
6161	Depreciation Expense	Annual Replacement Fund	C	\$85,100
		TOTAL		\$1,705,600

BASIS FOR ESTIMATES:

- A - Based on known & estimated costs
- B - Based on prior experience
- C - Based on formula, schedule, or agreement

OPERATIONS & MAINTENANCE

PROGRAM DESCRIPTION

The Operations and Maintenance Division (O&M) is responsible for the maintenance and operation of facilities and lands administered by MPRPD, including all District parks, open spaces, trails, and buildings. This program is also responsible for Americans with Disabilities Act (ADA) assessment and implementation plans.

FISCAL YEAR 2022-2023 ACCOMPLISHMENTS

Cachagua Community Park

1. Continued water system improvements and monitoring in cooperation with CUSD
2. Provided direction and assistance to Board as needed (ongoing)
3. Continued playground equipment inspection program (ongoing)
4. Replaced roof on Cachagua Community Center Apartment (April 2023)

Frog Pond Wetland Preserve

1. Reconstructed spillway, puncheon, and weir dam (August 2022)
2. Maintained public access and natural resource management projects, including weed abatement, memorial bench installation, and site surveys (ongoing)

Garland Ranch Regional Park

1. Continued COVID-19 safety measures and protocols (ongoing)
2. Completed GRRP Ranger Station ADA assessment (April 2023)
3. Recovered from significant storm/flood events (February 2023)
4. Continued fuel mitigation projects (ongoing)
5. Completed general facility maintenance and improvements as needed (ongoing)
6. Completed trail rehabilitation projects (ongoing)
7. Continued standardized sign program (ongoing)
8. Monitored Kahn Ranch access permits (ongoing)

Eolian Dunes Preserve, Marina Dunes Preserve, and Roberts' Lake

1. Maintained public access (ongoing)
2. Implemented Western Snowy Plover protection measures (ongoing)

Mill Creek Redwood Preserve

1. Maintained closure and monitored for illegal trespassing (ongoing)
2. Supported contract employee/caretaker with supplies and assistance (ongoing)

Palo Corona Regional Park

1. Continued COVID-19 safety measures and protocols (ongoing)
2. Recovered from significant storm/flood events (February 2023)
3. Facilitated installation of Multi-Benefit Community Trail (July 2022)
4. Provided project management services for Project B (ongoing)
5. Completed clubhouse building maintenance and improvements as needed (ongoing)
6. Continued cattle grazing program (ongoing)
7. Monitored vehicle and access permits (ongoing)

OPERATIONS & MAINTENANCE

FISCAL YEAR 2023-2024 GOALS

Cachagua Community Park

1. Complete repairs to Cachagua Community Center kitchen building (May 2024)
2. Continue playground equipment inspection program (ongoing)
3. Provide information and assistance to Board as needed (ongoing)

Frog Pond Wetland Preserve

1. Maintain public access and resource management projects, including drainage canal clearing and weed abatement (October 2023)

Garland Ranch Regional Park

1. Continue public relations, enforcing rules/regs as needed (ongoing)
2. General facility maintenance and improvements as needed (ongoing)
3. Begin fuel mitigation measures based on FMFMP recommendations (August 2023)
4. Implement recommended ADA improvements (May 2024)
5. Continue standardized sign program (ongoing)
6. Complete trail construction/rehabilitation projects (ongoing)
7. Monitor Kahn Ranch access permits (ongoing)
8. Apply best resource management practices (ongoing)

Eolian Dunes and Marina Dunes Preserve

1. Continue rehabilitation projects (ongoing)
2. Maintain public access (ongoing)

Mill Creek Redwood Preserve

1. Continue closure and monitor for illegal trespassing (ongoing)
2. Continue contracting for park caretaker (ongoing)

Palo Corona Regional Park

1. Maintain public access and resource management projects, including trail and road repairs, perimeter fence improvements, and mowing (ongoing)
2. Continue participating as a member of the Technical Advisory Committee for the RCU Floodplain Restoration Project (ongoing)
3. Continue coordinating with Big Sur Marathon Foundation on maintenance of the Multi-Benefit Community Trail (ongoing)
4. Continue providing project management services for RCU capital improvement projects (ongoing)
5. Continue clubhouse building maintenance and improvements as needed (ongoing)
6. Continue to monitor backcountry for trespassing, erosion, and downed trees (ongoing)
7. Purchase gas-powered jackhammer for PCR
8. Purchase new sickle bar attachment for Kubota mowing tractor

OPERATIONS & MAINTENANCE

Expenditures

FY2020-21 thru FY2023-24

	Acct Code	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Estimate	2023-24 Adopted
PERSONNEL:						
Salaries - Full-time	6202	573,149	561,145	600,400	600,400	601,500
Seasonal/Contract Services	6204	62,306	64,157	63,800	63,800	136,500
Job Training & Education	6206	762	252	1,500	0	3,000
Employee Benefits	6207	293,250	244,683	277,900	283,400	350,900
Uniforms	6208	3,000	3,000	3,000	3,000	3,500
TOTAL PERSONNEL		932,467	873,237	946,600	950,600	1,095,400
SERVICES & SUPPLIES:						
Postage	6213	0	66	200	200	100
Supplies	6214	20,672	20,971	25,000	20,000	25,000
Tools	6216	1,798	1,794	4,500	3,000	2,500
Printing	6220	5,516	2,948	5,000	3,500	5,000
Publications and Memberships	6224	0	0	100	100	100
Advertising	6226	0	0	0	0	1,200
Conference & Travel	6230	0	0	3,000	3,000	3,000
Mileage Reimbursement	6232	0	0	100	100	100
Computer Maintenance/Supplies	6234	15,537	18,067	25,000	25,000	27,000
Equipment Maintenance	6236	30,588	21,777	14,500	20,000	18,000
Equipment Rental	6237	535	468	1,500	500	500
Vehicle Maintenance & Fuel	6238	20,744	30,082	25,000	32,500	20,000
Janitorial Supplies	6241	7,733	10,918	15,000	15,000	17,000
Utilities	6242	55,186	57,075	70,000	70,000	70,000
Building Repairs	6243	4,322	7,712	12,000	20,000	22,500
Professional Services	6249	0	0	0	0	3,000
COVID-19 Response	6267	65,995	56,131	10,000	25,000	0
TOTAL SERVICES/SUPPLIES		228,625	228,010	210,900	237,900	215,000
CAPITAL OUTLAY:						
Equipment	6260	10,597	2,940	0	0	0
Depreciation Expense	6262	281,193	208,205	205,500	220,500	220,400
Park Signs	6263	3,456	832	5,200	5,000	5,000
Parking Areas/Access Roads	6264	14,673	7,364	12,500	20,000	13,500
Winter Storms	6266	0	50,599	0	50,000	100,000
Carmel Fire	6268	199	78,679	0	0	0
TOTAL CAPITAL OUTLAY		310,118	348,620	223,200	295,500	338,900
PROGRAM TOTAL		1,471,210	1,449,866	1,380,700	1,484,000	1,649,300

OPERATIONS & MAINTENANCE**Line Item Detail****FY2023-24**

ACCT. #	ACCOUNT	APPLICATION	BASIS	ADOPTED
6202	Salaries/Full-Time	General Manager (25%) Supervising Ranger Rangers (5)	A A A	\$601,500
6204	Contract Staff/Full-Time	Seasonal Rangers (2 FTE)	A	\$136,500
6206	Job Training & Education	Training, Workshops, Classes	A, C	\$3,000
6207	Employee Benefits	Retirement, Medical, Dental, Vision Disability, Retiree Medical	A	\$350,900
6208	Uniforms	Staff uniform allowance	C	\$3,500
6213	Postage	Misc. mailings	A	\$100
6214	Supplies	Misc. Hardware, Lumber, Office supplies, Safety equipment	A	\$25,000
6216	Tools	Power/cordless tools, chainsaws	A	\$2,500
6220	Printing	Park maps, misc.	A	\$5,000
6224	Publications & Memberships	Trade periodicals	A	\$100
6226	Advertising	Employment, Bid advertising	A	\$1,200
6230	Conference & Travel	Conferences, Travel & Lodging	A	\$3,000
6232	Mileage Reimbursement	Mileage Reimbursement	A	\$100
6234	Computer Maint & Supplies	IT Services, Paper, Ink	A	\$27,000
6236	Equipment Maintenance	ATV, UTV, Tractors, Trailers	A, B	\$18,000
6237	Equipment Rental	Water truck, Log splitter, etc.	A	\$500
6238	Vehicle Maintenance/Fuel	Vehicle Maintenance/Fuel	A, B	\$20,000
6241	Janitorial Supplies	Cleaning, Paper supplies, MuttMitts	A	\$17,000
6242	Utilities	Office/Park Utilities	A, B	\$70,000
6243	Building/Facility Repairs	Misc. repairs	A	\$22,500
6249	Professional Services	Recruitment screenings, etc.	A	\$3,000
6262	Depreciation Expense	Annual Depreciation Fund	C	\$220,400

OPERATIONS & MAINTENANCE

Line Item Detail

FY2023-24

ACCT. #	ACCOUNT	APPLICATION	BASIS	ADOPTED
6263	Park Signs	District-wide standard signage	A	\$5,000
6264	Parking areas/access roads	Seasonal road & Parking lot repairs Annual road fees	A, B A	\$13,500
6266	Winter Storms Repairs	Repairs, Tree/Debris Removal, etc.	A	\$100,000
	TOTAL			\$1,649,300

BASIS FOR ESTIMATES

A - Based on known & estimated costs

B - Based on prior experience

C - Based on formula, schedule, or agreement

ENVIRONMENTAL EDUCATION & COMMUNITY OUTREACH

PROGRAM DESCRIPTION

The Environmental Education and Community Outreach Division (EECO) is responsible for environmental education, natural and cultural resource interpretation, volunteer programming, visitor services, community events, and public outreach.

Environmental education focuses on science-based partnerships and collaborative passive outdoor recreation activities, school programming, and weekday/weekend events. Cultural and natural resource interpretation provides our park visitors guided and self-guided interactive, experiential-learning opportunities through visitor and discovery center experiences, signage, interpretive panels, brochures, exhibits, *Let's Go Outdoors! (LGO!)* activities, virtual platforms, and other venues. Volunteer Services connect the community to parks and open spaces through meaningful educational and recreational endeavors that support the preservation, restoration, monitoring, and protection of MPRPD's parks, open spaces, and their resources. Volunteers include interpretive program-trained Volunteer Naturalists, Operations and Habitat Maintenance Volunteers, and "one-time event volunteers." Community outreach and events cultivate relations with the public, community groups, civic organizations, local media, and businesses, and serve as an opportunity to market MPRPD and the many beneficial programs and activities we offer to the public.

FISCAL YEAR 2022-23 ACCOMPLISHMENTS

Education

1. Developed curriculum and piloted school programs, activities, and field trips with three organizations and in conjunction with MPUSD (May 2023)
2. Initiated the MPRPD Transportation Grant in coordination with the Community Foundation of Monterey County to create seamless access to parks, open spaces, and educational programs through the funding of transportation (February 2023)

Interpretation

1. Completed and implemented the comprehensive Palo Corona Regional Park's (PCRP) Visitor Interpretive Experience Plan (VIEP) (March 2023)
2. Utilized the VIEP in the development of themes and overarching messaging of interpretive exhibits in the PCRP Discovery Center (March 2023)
3. Designed and installed PCRP entrance plaza panels and wayfinding signage (March 2023)
4. Designed and installed seasonal exhibits, and updated the geology exhibit at PCRP (May 2023)
5. Collaborated with all MPRPD Divisions to provide input on interpretation and education components towards the master planning efforts and meetings for PCRP front entrance, Rancho Canada Floodplain Restoration, San Jose Creek, Marina Dunes Preserve, and other projects, (June 2023)
6. Maintained and updated bulletin boards and "self-guided" trail kiosks, informational displays, brochures, MPRPD website and other interpretive resources (ongoing)

ENVIRONMENTAL EDUCATION & COMMUNITY OUTREACH

Volunteer

1. Expanded the MPRPD internship program and worked with the CSUMB Science Illustration program to develop new interpretive panels for Marina Dunes Preserve (December 2022)
3. Developed a Monterey Bay regional cultural and natural resource interpretation training program for MPRPD volunteers based upon the California Naturalist Program (May 2023)
4. Partnered with eight CSUMB Service Learners to create outreach materials for the 50th anniversary and other events, graphics for planning documents, print and digital media and exhibits (May 2023)
5. Recruited 12 new volunteers (June 2023)

Outreach

1. Issued more than 28 Special Use Permits (SUP), encroachment, and access permits to educational institutes, researchers, agencies, and organizations (June 2023)
2. Established Memorandum of Understanding/Agreements (MOU/MOA) with one new entity, and renewed or enhanced MOU's with three partners (April 2023)
3. Developed a cross-country special use permit process for partners to host school meets and invitationals for middle-school to collegiate aged participants (October 2022)
4. Produced and implemented two (2) seasons of Let's Go Outdoors! adventure activities guide (April 2023)
5. Sponsored special events on MPRPD lands including a 50th Anniversary Celebration, CA Wildlife Day, Earth Day, and Wildflower Show (June 2023)
6. Hired two Environmental Education Specialists to staff the centers and assist with programming, special events, interpretive panels, and social media.
7. Developed an outreach and media plan to enhance community engagement and press announcements with consultant support (June 2023)
8. Became a partner with the Blue Zone Project and was formally recognized as a participating organization, the first government entity awarded the title in Monterey County (March 2023)

FISCAL YEAR 2023-24 GOALS

Education

1. Design, develop, and construct an outdoor classroom structure near the GRRP Visitor Center and native plant arboretum (June 2024)
2. Create an education-based "Uplands Restoration Plan" for the PCPR uplands plot next to the entrance plaza (February 2024)
3. Hire a part-time Environmental Education Specialist to assist in the implementation of programs (December 2023)

Interpretation

1. Design and install a minimum of two permanent, user-friendly, multi-media exhibits and panels on MPRPD sites (March 2024)

ENVIRONMENTAL EDUCATION & COMMUNITY OUTREACH

2. Enhance accessibility to the PCPR Discovery Center with the installation of universally accessible doors and enhanced lighting (April 2023)
3. Enhance MPRPD maps by developing user-friendly, multi-media accessible maps and apps (January 2022)
4. Using the PCRP VIEP as template, identify and conceptualize the interpretive opportunities to convey messaging via a network of existing and future orientation, wayfinding, and resource information to promote appreciation, preservation, and conservation for Garland Ranch Regional Park to complement the opportunities at PCRP (May 2024).
5. Provide an intern position for the CSUMB Science Illustration program to develop new exhibits (December 2023).

Volunteer

1. Foster volunteer retention, recruitment, and recognition practices to meet the needs of MPRPD staff and visitors (June 2023)
2. Partner with local experts, agencies, and organizations to enhance the volunteer programming including outreach, educational programs, and recruitment (ongoing)
3. Engage a consultant to conduct a volunteer gap analysis/needs assessment of volunteer programs in the region and develop a plan based on need and capacity (April 2024)

Outreach

1. Continue to create and foster strong relationships and partnerships with education, civic, Tribal members, non-profit, and government organizations (May 2024)
2. Enhance outreach efforts on MPRPD and MPRPD partnered lands such as Laguna Grande Regional Park (June 2024)
3. Release two (2) *Let's Go Outdoors! (LGO!)* Guides offering free programs and enhancing participants' experiences outdoors (April 2024)
4. Develop and implement a fund-raising campaign for the newly established Let's GO Outdoors! Fund in partnership with Community Foundation of Monterey County (February 2024)
5. Enhance MPRPD's media outreach efforts with a minimum of five press releases and media alerts (June 2024)
6. Sponsor a minimum of three (3) special events on MPRPD lands including CA Wildlife Day, Earth Day, and Wildflower Show (June 2023)
7. Apply for a minimum of two (2) grants and funding for education, interpretation, and planning programs (May 2024)

ENVIRONMENTAL EDUCATION & COMMUNITY OUTREACH**Expenditures****FY2020-21 thru 2023-24**

	Acct Code	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Estimate	2023-24 Adopted
PERSONNEL:						
Salaries - Full-time	6302	247,122	253,743	258,600	258,600	267,900
Salaries - Part-time	6303.1	27,959	15,163	55,900	55,900	75,700
Seasonal/Contract Services	6304	21,969	67,967	86,700	86,700	99,100
Job Training & Education	6306	1,326	676	4,500	2,000	3,000
Employee Benefits	6307	100,240	111,443	113,800	114,600	130,000
Uniforms	6308	600	600	900	900	900
TOTAL PERSONNEL		399,216	449,592	520,400	518,700	576,600
SERVICES & SUPPLIES:						
Insurance	6312	0	0	1,500	1,500	1,500
Postage	6313	11,315	25,026	25,000	27,000	27,500
Supplies	6314	433	1,507	5,000	5,000	5,000
Publications and Memberships	6316	280	270	1,000	500	800
Printing	6320	13,020	30,251	36,000	36,000	40,000
Advertising	6326	4,387	4,069	8,000	8,000	8,000
Travel, Conference & Meetings	6330	175	149	4,500	1,000	3,000
Computer Maintenance/Supplies	6334	16,142	18,184	23,000	23,000	24,000
Equipment Rental/Leases	6337	644	514	6,200	6,200	10,000
Vehicle Maintenance & Fuel	6338	1,677	927	2,000	3,000	2,500
Utilities	6342	11,332	10,679	20,000	20,000	20,000
Professional Services	6349	4,661	16,656	41,000	30,000	35,000
Interpretive Programs (Parks)	6350	6,220	9,597	20,000	26,000	20,000
Environ. Education (Schools)	6352	709	1,137	8,000	5,000	8,000
Special Events (Outreach)	6354	1,326	1,244	3,000	3,000	3,000
Docent/Volunteer Program	6356	743	1,413	7,000	7,000	7,000
VC Garden/Arboretum	6362	585	3,182	5,000	5,000	5,000
TOTAL SERVICES/SUPPLIES		73,648	124,806	216,200	207,200	220,300
CAPITAL OUTLAY:						
Depreciation Expense	6359	4,822	1,699	0	1,700	1,700
TOTAL CAPITAL OUTLAY		4,822	1,699	0	1,700	1,700
PROGRAM TOTAL						
PROGRAM TOTAL		477,686	576,097	736,600	727,600	798,600

ENVIRONMENTAL EDUCATION & COMMUNITY OUTREACH
Line Item Detail
FY2023-24

ACCT. #	DESCRIPTION	APPLICATION	BASIS	ADOPTED
6302	Full-Time Staff	General Manager (25%) Environ. Ed. Supervisor Environ. Ed. Coordinator-Volunteers	A	\$267,900
6303.1	Contract Staff/Part-Time	Environ. Education Specialist (2)	A	\$75,700
6304	Contract Staff/Full-Time	Environ. Ed. Coordinator-Programs Let's Go Outdoors (LGO) Instructors Temp Help, Intern	A	\$99,100
6306	Job Training & Education	Training, Workshops, Classes	A, B	\$3,000
6307	Employee Benefits	Retirement, Medical, Dental, Vision Disability, Retiree Medical	A, C	\$130,000
6308	Uniforms	Staff uniform allowance	C	\$900
6312	Insurance	LGO Program and Special Events	A, B	\$1,500
6313	Postage	LGO Fall/Winter and Spring/Summer	B	\$27,500
6314	Environmental Supplies	Office Supplies Storage Shelving/Bin	A	\$5,000
6316	Pub. & Memberships	CA Park & Rec. Society (CPRS), Nat. Assoc. of Interpreters (NAI),	A	\$800
6320	Printing	LGO Fall/Winter and Spring/Summer Maps, Brochures/Guides	A	\$40,000
6326	Advertising	Special events, Outreach, Programs	A	\$8,000
6330	Conference & Travel	CPRS, NAI, NRPA	A, C	\$3,000
6334	Computer Maint. / Supplies	Ink Cartridges, IT Services, Software	A, B	\$24,000
6337	Equipment Rental	Van Programming, Special Events	A	\$10,000
6338	Vehicle Maintenance/Fuel	Vehicle Maintenance/Fuel	A, B	\$2,500
6342	Utilities	Office/Park Utilities	B	\$20,000
6349	Professional Services	Volunteer/Instructor Background check Graphic Design, Permits Retriever/NPC, Authorize.net	A, B	\$35,000

ENVIRONMENTAL EDUCATION & COMMUNITY OUTREACH
Line Item Detail
FY2023-24

ACCT. #	DESCRIPTION	APPLICATION	BASIS	ADOPTED
6350	Interpretive Program	Interpretive Panels, Exhibits	A	\$20,000
6352	Educational Program	Educational Supplies/Resources	B	\$8,000
6354	Special Events/Outreach	Community Events & Outreach Service Clubs/Community Group Mtgs. Banners, Signage, Supplies	B	\$3,000
6356	Volunteer Program	Recognition Event, Training, Supplies, Equipment	B B	\$7,000
6359	Depreciation Expense	Annual Replacement Fund	C	\$1,700
6362	VC Garden/Arboretum	Native Plants, Irrigation Supplies Fencing, Signage	A	\$5,000
	TOTAL			\$798,600

BASIS FOR ESTIMATES

- A - Based on known & estimated costs
- B - Based on prior experience
- C - Based on formula, schedule, or agreement

PLANNING & CONSERVATION MANAGEMENT

PROGRAM DESCRIPTION

Planning and conservation projects are designated annually to support the Park District's primary mission of protecting, preserving, and restoring parks and open space. In addition to direct land acquisition, and habitat conservation and restoration costs, this program budget includes the necessary expenses related to ongoing planning, permitting, real property negotiations and transactions, CEQA compliance, and partnership building. Conservation activities include field research, mapping, monitoring, floral and faunal species reintroduction, habitat restoration and management, and environmental protection using best management practices and science-based strategies for the District's long-term stewardship of open space.

FISCAL YEAR 2022-23 ACCOMPLISHMENTS

1. Reviewed, organized, and consolidated historical Planning & Conservation Division digital records according to property and individual project.
2. Conducted site visits to the majority of MPRPD properties.
3. Met with multiple key partner agencies, organizations, landowners, and stakeholders during onboarding process and began serving as MPRPD's primary staff representative for the Carmel River Watershed Task Force, Firesafe Monterey County, California Wildlife Corridor Working Group, Lobos Corona Parklands Partnership, and Concerned Citizens of Carmel Valley.

Eolian Dunes Preserve

4. Landfill General Order Compliance: Consulted with Regional Water Quality Control Board regarding scope and timing of waste discharge monitoring and reporting requirements to be implemented in FY23-24.

Frog Pond Wetland Preserve

5. FORTAG Trail Management: Developed supplemental agreement with the Transportation Agency of Monterey County (TAMC) regarding MPRPD responsibilities for management of the Fort Ord Regional Trail and Greenway (FORTAG) Trail segment that passes through the Frog Pond Wetland Preserve.
6. FORTAG Trail Mitigation: Coordinated TAMC's development of potential onsite mitigation options for invasive plant removal and native oak tree planting options on the Frog Pond Wetland Preserve as mitigation for vegetation clearance activities that will be required during construction of the Canyon Del Rey/ Highway 218 segment of the FORTAG trail.

Garland Ranch Regional Park

7. Fuel Mitigation and Fire Management Plan: Initiated development of the Fuel Mitigation Fire Management Plan, completed biweekly check-in meetings with project team, developed detailed project GIS, completed community workshop #1 for the project in fall 2022, completed identification of initial plan priorities and activities, and preparing a complete public review draft report to be ready summer 2023.
8. Eucalyptus Removal and East Garzas Road Shaded Fuel Break Project: submitted updated grant proposal in response to Coastal Conservancy comments, executed grant agreement for ~\$575k in grant funding for project implementation, oversaw

PLANNING & CONSERVATION MANAGEMENT

development of initial fuel treatment prescription, initiated CEQA compliance and permitting work in consultation with the Resource Conservation District of Monterey County to support project implementation in summer 2023.

9. RCDMC CV Fuel Break Project: Entered into Landowner and Access Agreement with the Resource Conservation District of Monterey County to allow for the creation of two CAL FIRE grant funded fuel breaks on Garland Ranch Regional Park and San Clemente-Blue Rock properties, coordinated site visits with RCDMC staff, and conducted regular coordination meetings regarding project approach and property considerations.
10. Monterey County Robinson Canyon Bridge Project Riparian Mitigation: Initiated discussions with Monterey County regarding riparian mitigation planting opportunities at Garland Ranch Regional Park and began development of initial mitigation project concepts that could be implemented in Fall 2023/Spring 2024.

Laguna Grande Community Park

11. Began participation in Laguna Grande Community Park Joint Powers Authority staff meetings to coordinate park management and planning activities, including development and permitting of the Laguna Grande Community Park Trail and Vegetation Maintenance Strategy.

Laidlaw-Apte Preserve

12. Vegetation Management and Fuel Reduction Project: Took over as MPRPD's primary point of contact and project manager in coordination with CAL FIRE and Carmel Highlands Fire Protection District to ensure proposed vegetation and fuel removal project consistency with MPRPD property deed restrictions, CEQA and regulatory requirements, and required best management practices and project reporting.

Locke-Paddon Wetland Community Park

13. Dr. Martin Luther King Statue Plaza: evaluated project consistency with known title restrictions and coordinated development of an encroachment permit in coordination with the City of Marina to permit construction of a new statue plaza in honor of Dr. Martin Luther King on MPRPD property.

Marina Dunes Preserve

14. Marina Dunes PGE Mitigation Project: Took over as MPRPD's primary project manager, negotiated additional mitigation fee paid by PG&E to MPRPD, secured State Coastal Conservancy approval to conduct mitigation activities, identified and scoped additional CEQA and permitting requirements to be completed before project initiation in FY23-24, and completed annual vegetation monitoring.
15. Marina Dunes MST Mitigation Project Planning/Negotiations: Coordinated with Monterey-Salinas Transit (MST) staff regarding their mitigation needs, opportunities on Marina Dunes Preserve, and the State Coastal Conservancy consultation and approval process before mitigation activities could occur.

Palo Corona Regional Park

16. Lobos-Corona Parklands Partnership Coordination & San Jose Creek Trail Opening: Resumed monthly meetings with California State Parks, the Big Sur Land Trust, and Point Lobos Foundation as a part of the Lobos-Corona Parklands Partnership to

PLANNING & CONSERVATION MANAGEMENT

coordinate opening and permitting of hikes on the San Jose Creek Trail and additional docent led events on MPRPD, CSP, and Big Sur Land Trust properties. Developed shared communication and coordination protocols and facilitated monthly partner meetings.

17. Landscaping Irrigation Compliance: oversaw development of irrigated landscaping water budget on the Rancho Cañada Unit of Palo Corona Regional Park to ensure that water consumption stays below 5-acre feet per year as required by property agreements. Coordinated landscaping water demand with staff and MPRPD's concessionaire to develop water consumption tracking protocols and identify updates to park landscaping and infrastructure to promote compliance in FY23-24.
18. California Red-legged Frog Documentation and Avoidance and Minimization Measures: Confirmed and documented presence of California Red-legged Frog in ponds on the Rancho Cañada Unit of Palo Corona Regional Park, and coordinated development of avoidance and minimization measure across multiple MPRPD projects and operational activities in coordination with wildlife agencies and expert consultants.
19. 1707 Instream Water Dedication: Worked with the State Water Resources Control Board and Trout Unlimited to formally dedicate the majority of the Ranch Cañada Unit's water rights to support instream flows in the Carmel River, as required by the property's acquisition funding agreements with State agencies. The petition was finalized and posted December 2022 and the public notice period closed without any comments.
20. Floodplain Restoration Project: Serves as MPRPD's primary point of contact and project manager for the Floodplain Restoration Project. Participated in biweekly team coordination meetings with the State Coastal Conservancy's Project Manager and project team, facilitated development of 65% project design report and Technical Advisory Committee consultation, development of three sperate grant applications, CEQA review and noticing, and development of permit applications in consultation with regulatory agencies.
21. Multi-benefit Community Trail Project: participated in and facilitated regular post-construction coordination and outreach meetings with the Big Sur International Marathon Foundation and State and Federal resource and wildlife agencies regarding trail construction, its ongoing management, and compatibility with the Floodplain Restoration Project.
22. Grazing Operations and Lessee Management: Worked with MPRPD's Supervising Ranger as secondary point of contact for grazing lessee coordination and monthly meetings according to the Palo Corona Regional Park Grassland Management Plan and grazing lease requirements.

San Clemente-Blue Rock Preserve

23. Flavn Property Stream Crossing Replacement Feasibility Study: Worked with Trout Unlimited to scope TU funded bridge feasibility study that will evaluate options that would allow retirement of a stream crossing that acts as a fish passage barrier during some years, while also improving CAL FIRE vehicle access across the Carmel River.

District Wide

24. CSU Monterey Bay Graduate Studies Project: collaborated with Dr. Fred Watson and Environmental Studies 660 Capstone Student over an eight week period to guide and

PLANNING & CONSERVATION MANAGEMENT

support student research that resulted in the report “Contributions in Support of Land Acquisition Planning for Conservation & Recreation in the Monterey Peninsula Regional Park District” which included an analysis of MPRPD historic land acquisitions and conservation actions since its creation, physical descriptions of MPRPD lands, summary of modern approaches to land conservation, and a pilot of a new spatial decision support framework for prioritizing potential land acquisition priorities.

Geographic Information Systems (GIS) Program Accomplishments

25. Began serving as MPRPD GIS Program Manager.
26. Received an annual grant from ESRI's Conservation Grant Program, providing MPRPD with GIS software, licenses, and subscriptions at 10% of the normal cost.
27. Completed audit of MPRPD GIS Data records and began reorganization of GIS data on MPRPD's virtual desktop GIS machine, began publishing core MPRPD data to MPRPD's ArcGIS Online account (e.g. property boundaries, trails, assets, key project data etc.), and established dedicated ArcGIS Hub Premium account for future development.
28. Created dedicated ArcGIS usernames and logins for every MPRPD staff member and Director.
29. Re-digitized roads and trails data for nearly all MPRPD properties according to high-accuracy digital elevation model data and field observations.
30. Executed GIS data sharing MOU with Monterey County Information Services Department.
31. Audited Monterey County Assessor's data to develop updated records of MPRPD properties and boundaries.
32. Purchased MPRPD's first UAV drone and completed weeklong training on drone operations for land and natural resource managers.
33. Purchased high-accuracy GPS field equipment to support GIS data collection, property surveys, boundary investigations, and drone data collection.
34. Outerspatial Mobile Application: negotiated license to host MPRPD park data on Outerspatial, an iOS and android application that hosts MPRPD approved park and trail data offering free access by members of the public.

FISCAL YEAR 2023-24 GOALS

Note: Staff will endeavor to advance all listed projects as staff time and resources allow. Projects with asterisk (*) represent priority projects to advance during FY23-24.

Cachagua Community Park

1. Water System Improvements: work with Carmel Unified School District to ensure that improvements to the Cachagua Water System and ongoing monitoring and reporting efforts meet requirements under SB552. Goals:
 - a. Identify scope, specifications, cost, and timeline of any required water system monitoring, reporting, and improvements.
 - b. Identify MPRPD and CUSD responsibilities and develop agreement if necessary.

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Eolian Dunes Preserve

2. *Landfill General Order Compliance: Comply with regional water quality control board monitoring and reporting requirements for former landfill sites (Order No. R3-2004-0006). Goals:
 - a. Complete initial annual monitoring and reporting requirements by December 2023
3. Landfill Reclamation and Restoration Feasibility Study: Evaluate the feasibility of removing landfill refuse and debris and restoring the Eolian Dunes property so that it is no longer a regulated facility. Goals:
 - a. Seek grant funding for a feasibility study.

Frog Pond Wetland Preserve

4. Frog Pond Acquisition Habitat Management Plan: The Frog Pond Expansion property requires the development of a habitat management plan in consultation with USFWS and CDFW that will outline avoidance, protection, conservation and restoration measures that MPRPD is responsible for. Goals:
 - a. Secure consultant to oversee HMP development.
 - b. Initiate development of HMP in consultation with USFWS and CDFW

Garland Ranch Regional Park

5. *Fuel Reduction Project Implementation: Implement eucalyptus removal, shaded fuel break, and fire incident response planning projects for Garland Ranch Regional Park with funding from the State Coastal Conservancy. Goals:
 - a. Complete CEQA and permitting for proposed project.
 - b. Implement Eucalyptus removal and shaded Fuel Break Projects and follow-up treatments.
 - c. Begin incident response planning.
6. *RCDMC CV Fuel Break Project: Resource Conservation District of Monterey County installation of fuel breaks on Vasquez Ridge and Rock Ridge as a part of the CAL FIRE funded CV Fuel break Project. Goals:
 - a. Fuel break activities scoped in coordination with MPRPD staff
 - b. Permits secured by RCDMC
 - c. Fuel Breaks implemented by RCDMC
7. *Fuel Mitigation and Fire Management Plan: Develop plan to scope and guide resourcing and implementation of fuel mitigation and fire management activities for Garland Ranch Regional Park for next 10 years. Goals:
 - a. Solicit community and partner input on draft FMFMP
 - b. Finalize and adopt FMFMP
8. Monterey County Robinson Canyon Bridge Riparian Mitigation: Coordinate and approve Monterey County funded and Resource Conservation District of Monterey County managed riparian woodland planting activities at Garland Ranch Regional Park as mitigation for the Robinson Canyon Bridge Project. Goals:
 - a. Develop riparian mitigation scope and agreement with Monterey County
 - b. Coordinate RCDMC project implementation and monitoring activities

PLANNING & CONSERVATION MANAGEMENT

Laguna Grande Community Park

9. Trail and Vegetation Maintenance: Permitting, funding and implementation of the Trail and Vegetation Maintenance Strategy for Laguna Grande Community Park.

Goals:

- a. Fund and initiate permitting activities in consultation with regulatory agencies and JPA members.

Laidlaw-Apte Preserve

10. Vegetation Management and Fuel Reduction Project: work in partnership with Carmel Highlands Fire Protection District and CAL FIRE to maintain unnaturally dense or invasive vegetation on the Laidlaw-Apte Property. Goals:

- a. Monitor site recovery from Spring 2023 fuel reduction project.
- b. Identify priority follow up treatments and potential funding sources.

Marina Dunes Preserve

11. *Marina Dunes PGE Mitigation Project: Restoration of Marina Dunes Preserve as outlined in the PG&E Mitigation Project Grant Agreement. Goals:

- a. Secure all necessary permits (CDP, CDFW, USFWS, etc.)
- b. Implementation of year 1 restoration and monitoring activities

12. Student Planting Events: Continue partnership with Habitat Stewardship Project Monterey Bay to implement restoration activities with student volunteers on Marina Dunes Preserve as outlined by the 2021 Restoration Action Plan. Goals:

- a. Enter into updated agreement with HSPMB.
- b. Propagate dune plant species.
- c. Coordinate 3-5 volunteer events.

13. Marina Dunes MST Mitigation Project Planning/Negotiations: Explore opportunities for MST Surf Project mitigation requirements to support implementation of the 2021 Restoration Action Plan Priorities.

- a. Identify scope of MST SURF mitigation needs.
- b. Identify suitable mitigation areas.
- c. Negotiate terms of mitigation activities with relevant parties.

Palo Corona Regional Park

14. *Safe Harbor Agreement Audit and Workplan: identify what monitoring, reporting, and resource management actions MPRPD needs to take to get back into compliance with its Safe Harbor Agreement. Goals:

- a. Audit SHA to identify actions MPRPD is responsible for
- b. Develop SHA budget and workplan to meet USFWS requirements

15. General Development Plan Coastal Development Permit: Secure Coastal Development Permit for the Palo Corona Regional Park General Development Plan.

16. Grazing Operation Plan and Lease Update: The grazing lease for PCRP is going to expire June 2024. Staff need to develop updated grazing operations guidance and grazing operator lease terms to support grassland management, fire management, and conservation goals for Palo Corona Regional Park. Goals:

- a. develop updated grazing guidelines according to management goals
- b. enter into lease with qualified grazer.

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17. Grassland RDM Monitoring: reinstate annual grassland residual dry matter (RDM) monitoring to ensure that grassland conservation and fuel reduction goals are being met by grazing operations. Goals:
 - a. Secure qualified consultant/ staff member
 - b. conduct annual RDM monitoring and reporting
18. *Landscaping Irrigation System Improvements/Compliance: Modify landscaping irrigation infrastructure and operations to ensure no more than 5 acre-ft of water are used for irrigated landscaping purposes. Goals:
 - a. Coordinate modifications to park irrigation system and operation with concessionaire.
 - b. Develop ongoing water usage monitoring protocols.
19. *Floodplain Restoration Project: restore a 1-mile-long section of the Carmel River through excavation of the surrounding floodplain area, placement of excavated soils in surrounding uplands areas, revegetating the project site, and construction of publicly accessible trails and an improved vehicular bridge. Goals:
 - a. Oversee initial plant propagation activities.
 - b. Conduct additional community outreach.
 - c. Secure project permits and grant funding.
 - d. Finalize project designs.
 - e. Bid project Winter/Spring 2024 and secure contractor to begin implementation Summer 2024.
20. *RCU Trail Planning, Design, Permitting, and funding: Finalization of trails plan for Rancho Cañada Unit and implementation of priority grant funded trail segments in coordination with RC Floodplain Project Construction. Goals:
 - a. Trail plan concept updated.
 - b. Sufficient design and permitting to seek grant funding applied for realignment of MBCT starting in Winter/Spring 2025.
 - c. See grant funding for project implementation.
21. *Multi-benefit Community Trail Remediation Project: Remediation of MBCT, including restoration of riparian and wetland areas. Goals:
 - a. Restoration plan developed for consultation with resource agencies.
 - b. Permits and approvals secured.
 - c. Project team secured and initial remediation activities initiated.
22. Rancho Cañada Unit Park Improvement Concept Plan: Create consolidated and updated concept plan for PCRCP that includes fenced in dog off leash area, nature play, amphitheater, overflow parking lot, ranger station, and A.D.A. trails to consider MBCT, RC Floodplain, and Project B designs. Goals:
 - a. Develop concept plan that reflects the updated location of proposed improvements.
23. Uplands Restoration & Landscaping Plan: Development of a restoration and native landscaping plan for upland areas in Palo Corona Regional Park to remove invasive non-native vegetation, restore and enhance uplands habitat, and explore feasibility of a wildlife crossing along Carmel Valley Road.
 - a. Seek grant funding for development of a restoration plan.
24. CRLF Pond Management Guidelines: Develop management guidelines for Pond 6 to support California Red-legged Frog (CRLF), including water level and vegetation management. Goals:

PLANNING & CONSERVATION MANAGEMENT

- a. Develop management guidelines in consultation with wildlife agencies and concessionaire.
 - b. Implement and monitor as appropriate.
25. Incidental Take Permit: Consider development of a Safe Harbor Agreement or Low effect HCP on one or more MPRPD properties to cover proposed MPRPD capital improvement projects and park operations. Goals:
- a. Evaluate effectiveness of voluntary BMPs and AMM's.
 - b. Consult with regulatory agencies as necessary to explore incidental take permit needs.
26. *Instream Water Dedication: The Rancho Cañada property acquisition requires that MPRPD dedicate a portions of the property's riparian water right to help support prolonged streamflows in the Carmel River through reduced water withdrawals. Goals:
- a. Work with Trout Unlimited and the State Water Board to finalize MPRPDs petition to dedicate its water rights.
27. *Water Usage Monitoring and Reporting: Grant funding for the Rancho Canada Property requires that we annually monitor and report the volume of water pumped from the Carmel River and observations in changes in streamflow and vegetation. Goals:
- a. Conduct annual pumping and streamflow monitoring and reporting.
28. Oak Tree Disease Assessment: Mature oak trees on the Rancho Cañada property are exhibiting reduced vigor and growth, where some oaks have recently died, indicating distress or possible disease. Staff wish to assess oak trees for disease and treat as necessary. Goals:
- a. Evaluate oak trees for disease or pathogens and treat as appropriate.

San Clemente-Blue Rock Preserve

29. Flavin Property Stream Crossing Replacement Feasibility Study: Evaluate options to remove a cement stream crossing that is acting as a barrier to steelhead on the Carmel River and replace it with a vehicle bridge that will improve access for wildfire response. Goals:
- a. Completion of Trout unlimited funded and led feasibility study in coordination with MPRPD staff.

District Wide

30. Invasive Weed Management Audit and Workplan: Audit existing Invasive Weed Management plans for MPRPD properties and develop a workplan and budget to reinstate implementation of those plans. Identify priority properties for development of additional Invasive Weed Management Plans. Goals:
- a. Audit Invasive Weed Management Plans and develop workplan and budget for implementation.
 - b. Prioritize development or updates to WMP for MPRPD properties
31. *Onboard Resource Management Specialist: Hire Resource Management Specialist (RMS) to help oversee and manage resource management, monitoring and reporting projects. Goals:
- a. Hire Resource Management Specialist.
 - b. RMS reviews key property management plans, background documents, and visits all MPRPD properties.

PLANNING & CONSERVATION MANAGEMENT

- c. Transition or initiate projects for RMS to lead in 23-24.

Land Conservation/ Real Property Program

32. Coastal Dune Property Acquisition: Evaluate opportunities to acquire additional coastal dune property in MPRPD Ward 1.
33. Frog Pond/FORTAG Acquisition: Evaluate opportunities to acquire additional land that expands Frog Pond Preserve or secures lands that support future segments of Fort Ord Recreational Trail and Greenways trail in Ward 3.
34. Rancho Cañada Unit Property Expansion: Evaluate opportunities to expand the Rancho Cañada Unit of Palo Corona Regional Park.

Geographic Information Systems (GIS) Program

35. Property Web Atlas: Develop a detailed web atlas of MPRPD GIS data that is accessible to all MPRPD staff and eventually the public. Goals:
 - a. Develop updated model/schema for MPRPD data.
 - b. Begin publishing updated data to ArcGIS Online/HUB atlas for staff access.
36. Staff GIS onboarding and training: Host a series of staff training sessions to help familiarize MPRPD staff with how to access, view, and query GIS data to support their work. Goals:
 - a. Provide all-staff training(s) on GIS basics and accessing data on MPRPD ArcGIS Online Account.
37. MPRPD Property Field Data Collection: Continue to inventory, collect, and refine GIS data that map and document the condition of park infrastructure, natural resources, cultural resources, and public-serving amenities. Goals:
 - a. Finalize and publish GIS data for public-serving amenities.

PLANNING & CONSERVATION MANAGEMENT

Expenditures

FY2020-21 thru FY 2023-24

	Acct Code	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Estimate	2023-24 Adopted
PERSONNEL:						
Salaries - Full-time	6502	51,162	65,498	160,100	160,100	173,700
Seasonal/Contract Services	6504	0	0	20,000	5,000	89,000
Job Training & Education	6506	0	27	3,000	3,000	3,000
Employee Benefits	6507	22,968	15,263	66,800	66,800	95,600
TOTAL PERSONNEL		74,130	80,787	249,900	234,900	361,300
SERVICES & SUPPLIES:						
Supplies	6514	0	248	20,000	20,000	7,500
Publications and Memberships	6524	0	0	0	0	1,000
Conference & Travel	6530	0	56	3,000	3,000	3,000
Mileage Reimbursement	6532	0	0	0	0	300
Computer Maint./Supplies	6534	0	6,054	15,000	15,000	14,200
Vehicle Maintenance/fuel	6538	0	0	500	2,500	1,000
Utilities	6542	0	206	3,000	1,000	3,000
Resource Mgmt. - PCRP	6545.1	46,251	26,278	32,500	52,500	0
Resource Mgmt. - Cachagua	6545.2	0	0	0	0	1,000
Resource Mgmt. - Eolian Dunes	6545.3	0	0	10,000	10,000	10,000
Resource Mgmt. - Marina Dunes	6545.4	38,099	81,665	0	0	0
Resource Mgmt. - Frog Pond	6545.5	0	14,082	0	0	0
Resource Mgmt. - GRRP	6545.6	0	0	10,000	10,000	0
TPL Grant	6546	150,000	0	0	0	0
Water Grant	6547	467,611	0	0	0	0
Professional Services	6549	173,772	287,270	165,000	128,000	175,000
Conservancy Grant - MDP	6551	0	0	0	0	35,000
PGE Grant - MDP	6552	0	0	0	0	160,000
TOTAL SERVICES/SUPPLIES		875,732	415,859	259,000	242,000	411,000
CAPITAL OUTLAY:						
Land Acquisition	6550	601,755	0	549,800	0	549,800
TOTAL CAPITAL OUTLAY		601,755	0	549,800	0	549,800
PROGRAM TOTAL						
		1,551,616	496,646	1,058,700	476,900	1,322,100

PLANNING & CONSERVATION MANAGEMENT

Line Item Detail

FY2023-24

ACCT. #	DESCRIPTION	APPLICATION	BASIS	ADOPTED
6502	Salaries	General Manager (25%) P & C Program Manager	A	\$173,700
6504	Seasonal/Contract Staff	Resource Mgmt. Specialist Seasonal GIS Tech/Intern	B	\$89,000
6506	Job Training & Education	Training, Workshops, Classes	B	\$3,000
6507	Employee Benefits	Retirement, Medical, Dental, Vision Disability, Retiree Medical	A	\$95,600
6514	Supplies	General Supplies	B	\$7,500
6524	Publications & Memberships	CA Association of Environmental Professionals (AEP) SERCAL, City Parks Alliance Natural Areas Association	A A A	\$1,000
6530	Conference & Travel	Conferences, Travel & Lodging	B	\$3,000
6532	Mileage Reimbursement	Mileage Reimbursement	A	\$300
6534	Computer Maint./Supplies	IT Services, Ink, Repairs, Software Plotter Paper/Ink, GIS Software Licensing	A, C	\$14,200
6538	Vehicle Maintenance/Fuel	Vehicle Maintenance/Fuel	A, B	\$1,000
6542	Utilities	Office/Park Utilities	A	\$3,000
6545.2	Res. Mgmt. - Cachagua	Annual Well Reporting	A	\$1,000
6545.3	Res. Mgmt. - Eolian Dunes	Landfill Permit	A	\$10,000
6549	Professional Services	GIS Development Services Real Property Due Dilligence Biological Monitoring/BMPs	A, B A, B A, B	\$175,000
6550	Land Acquisition	Land Acquisition (Prop 117)	C	\$549,800
6551	Conservancy Grant - MDP	Restoration (Habitat Stewardship Project)	A	\$35,000
6552	PGE Grant - MDP	PG&E Mitigation Project	A	\$160,000
	TOTAL			\$1,322,100

BASIS FOR ESTIMATES

A - Based on known & estimated costs

B - Based on prior experience

C - Based on formula, schedule, or agreement

CAPITAL PROJECTS

PROGRAM DESCRIPTION

Capital projects are significant expenditures designated annually to maintain, repair, renovate and/or construct District facilities or acquire heavy equipment and vehicles. Capital projects generally improve or expand the stock of District fixed assets.

FISCAL YEAR 2022-23 ACCOMPLISHMENTS

1. Continued work on Palo Corona's Project "B", to near completion (June 2023)

FISCAL YEAR 2023-24 GOALS

1. Complete recommended ADA improvements (June 2024)
2. Cachagua Community Park kitchen improvements (May 2024)

CAPITAL PROJECTS
Expenditures
FY2020-21 thru FY2023-24

	Acct Code	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Estimate	2023-24 Adopted
PROJECT						
Kahn Ranch	6475	0	0	0	0	89,700
Cachagua Community Center	6479	0	0	0	0	15,000
ADA Facilities/Improvements	6481	0	0	0	0	50,000
Palo Corona-Rancho Cañada unit	6487	0	0	700,000	990,000	265,000
PROGRAM TOTAL		0	0	700,000	990,000	419,700

CAPITAL PROJECTS
Line Item Detail
FY2023-24

ACCT. #	ACCOUNT	APPLICATION	BASIS	ADOPTED
6475	GRRP Kahn Ranch	Rental Property Improvements & Construction Management	A	\$89,700
6479	Cachagua	CCC Kitchen Improvements	A	\$15,000
6481	ADA Facilities/Improvements	ADA Improvements	A	\$50,000
6487	Palo Corona-Rancho Canada	Maintenance Shop Reroof & Painting	A	\$265,000
TOTAL				\$419,700

BASIS FOR ESTIMATES

- A - Based on known & estimated costs
- B - Based on prior experience
- C - Based on formula, schedule, or agreement

PARKS, OPEN SPACE AND COASTAL PRESERVATION COMMUNITY FACILITIES DISTRICT

PROGRAM DESCRIPTION

The Parks, Open Space and Coastal Preservation Community Facilities District (CFD) ballot measure was approved by the electorate in November 2016. It is funded by an annual property tax assessment of approximately \$28 per single family equivalent residential unit.

The types of services and facilities to be financed by the CFD ("Services and Facilities") shall include acquisition, maintenance, improvement, lighting, and security of land and open space, parks, parkways, trails, basins, drainage corridors, landscape corridors, wetlands and open space areas; any incidental expenses authorized by the Act; and, any other miscellaneous or incidental services identified by the District necessary to provide the described Services and Facilities, including without limitation the collection and accumulation of funds to pay for anticipated Services and Facilities cost shortfalls and reserves for deferred maintenance.

The District will use the revenue from the CFD to finance Services and Facilities to continue protection and restoration of local open space, coastal lands, beaches, creeks, rivers, and wildlife habitat; maintain and improve neighborhood parks, trails, and playgrounds; and, increase recreational access to natural areas and environmental education-based programs and venues.

70% of the annual special tax revenue generated within the CFD shall be allocated to costs of Services for maintenance and operational items, while 30% shall be allocated to costs of Facilities for acquisition, construction, and facility and site improvement projects.

FISCAL YEAR 2022-23 ACCOMPLISHMENTS

Services

1. Completed annual mowing of RCU Unit (June 2023)
2. Finalized development of LGO! and Transportation funds in collaboration with the Community Foundation for Monterey County (June 2023)
3. Purchased equipment and continued planning for long term improvements to PCRDP Discovery Center for meetings (June 2023)
4. Performed trail maintenance at District parks (ongoing)
5. Purchased (2) ATVs for Garland Ranch Regional Park (March 2022)
6. Utilized Gabilan inmate crews and temporary labor services for projects as needed (ongoing)
7. Completed annual tax levy, administration, and reporting of CFD (ongoing)

Facilities

1. Completed construction of 3-D terrain map for Palo Corona Regional Park (February 2023)
2. Enhanced Discovery Center exhibits (ongoing)

PARKS, OPEN SPACE AND COASTAL PRESERVATION COMMUNITY FACILITIES DISTRICT

FISCAL YEAR 2023-24 GOALS

Services

1. Continue improving trail accessibility and sustainability (ongoing)
2. Create and rollout of new transportation grant program (September 2023)
3. Continue utilizing temporary labor services and inmate crews to accomplish seasonal maintenance (ongoing)
4. Purchase computers, electronics, and peripherals for Palo Corona Regional Park and Discovery Center upgrades (January 2024)
5. Contract for miscellaneous projects, reports, and plans, including: Sand Stabilization and Plant Propagation; IT Infrastructure; and Habitat Management (June 2024)
6. Continue annual mowing of RCU unit (ongoing)

Facilities

1. Continue improving trail accessibility and sustainability (ongoing)
2. Maintain and improve security measures at RCU and GRRP (ongoing)
3. Continue improvements to Palo Corona Regional Park Discovery Center (June 2024)
4. Install improved wayfinding at Palo Corona Regional Park (June 2024)
5. Contribute payment 1 of 2 toward Highway 1 turn lane near PCRP front ranch (August 2023)
6. Conduct PCRP bridge assessment (June 2024)
7. Make parking lot improvements at GRRP (June 2024)
8. Install outdoor classroom/shade structure at GRRP (June 2024)
9. Perform ADA improvements at Garland Ranch Regional Park (June 2023)
10. Install outdoor classroom/shade structure at Garland Ranch Regional Park (June 2023)

COMMUNITY FACILITIES DISTRICT (SERVICES)**Expenditures****FY2020-21 thru FY2023-24**

	Acct Code	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Estimate	2023-24 Adopted
SERVICES & SUPPLIES:						
Palo Corona Maintenance/Services	6710	27,260	19,388	0	344,200	252,000
Eolian Dunes Maintenance/Services	6715	18,376	9,592	0	0	65,000
Garland Ranch Maintenance/Services	6730	3,595	1,191	0	0	515,000
Locke-Paddon Maintenance	6760	0	0	0	0	45,000
Trail Maintenance	6790	210	69,808	25,000	15,000	85,000
Grant Program	6791	0	0	50,000	25,000	50,000
Professional/Contract Services	6794	129,545	58,787	898,000	1,003,500	1,130,000
TOTAL SERVICES/SUPPLIES		178,986	158,765	973,000	1,387,700	2,142,000
CAPITAL OUTLAY:						
Equipment	6792	113,194	52,999	85,000	85,000	180,000
TOTAL CAPITAL OUTLAY		113,194	52,999	85,000	85,000	180,000
PROGRAM TOTAL		292,180	211,764	1,058,000	1,472,700	2,322,000

COMMUNITY FACILITIES DISTRICT (SERVICES)

Line Item Detail

FY2023-24

ACCT. #	ACCOUNT	APPLICATION	BASIS	ADOPTED
6710	Palo Corona Maint./Services	Monterey Bay Services	A	\$252,000
		Floodplain Plant Propagation	A	
		Floodplain Project (General)	A	
6715	Eolian Dunes Maint./Services	Landfill Monitoring & Reporting	A	\$65,000
6730	Garland Ranch Maint./Services	Monterey Bay Services	A	\$515,000
6760	Locke-Paddon Maint./Services	Park Maintenance		\$45,000
6790	Trail Maintenance	PCRP Backcountry Road Grading	A	\$85,000
		Rocky Shores Trail Repairs	A	
		Misc. Trail Repairs	A	
6791	Grant Program	Transportation Grant	C	\$50,000
6792	Equipment	Large Brush Chipper	A, B	\$180,000
		Tractor w/ Front Loader	A	
		Garbage/Recycle Receptacles	A	
		Sickle Bar Attachment	A	
		Staff Office Furniture	A	
		Computers, Devices	A	
		Gas-powered Jackhammer	A	
		ATV Trail Rake	A	
6794	Professional/Contract Services	CFD Administration	C	\$1,130,000
		IT & Other Special Projects	A	
		Contract Labor	A	
		Low Effect HCP Development	A	
		Safe Harbor Agreement Audit	A	
		Invasives/Fuels/Grassland Management	C	
		Water Dedication Monitoring & Rptg.	A	
		1707 Dedication	C	
		Grazing Lease Terms/RFP	A	
		Grassland RDM Monitoring	A	
		Palo Corona GDP CDP	A	
		Projects A&B Concept Plan Update	A	
		MBCT Restoration Plan & Design	A	
		RCU Trail Plan Design, Permit, Grant app.	A	
		Invasive Weed Management	A	
		Frog Pond Habitat Mgmt. Plan	A	
		Frog Pond Habitat Mgmt. Permitting	A	
		Laguna Grande Trail & Veg. Mgmt.	A	
		Cachagua Restroom/Leach Field	A	
		RCU Pond Remediation	A	
	TOTAL			\$2,322,000

BASIS FOR ESTIMATES:

- A - Based on known & estimated costs
- B - Based on prior experience
- C - Based on formula, schedule, or agreement

<u>CFD Services Revenues, Expenditures and Fund Balance</u>	
Beginning Fund Balance	\$1,916,583
<u>FY2022-23:</u>	Estimated Revenues \$926,800
	Estimated Expenditures \$1,472,700
	<i>Estimated Fund Balance 6/30/23 \$1,370,683</i>
<u>FY2023-24</u>	Projected Revenues \$952,100
	Projected Expenditures \$2,322,000
	<i>Projected Fund Balance 6/30/24 \$783</i>

COMMUNITY FACILITIES DISTRICT (FACILITIES)**Expenditures****FY2020-21 thru FY2023-24**

	Acct Code	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Estimate	2023-24 Adopted
PROJECTS:						
Palo Corona Improvements	6810	223,900	558,109	200,000	73,000	350,000
Joyce Stevens Improvements	6820	8,989	0	25,000	0	0
Garland Improvements	6830	6,501	2,359	184,300	100,000	333,000
Cachagua Improvements	6840	0	0	72,000	0	0
Trail Construction	6890	1,832	0	0	0	0
Park Security	6891	10,755	0	12,000	5,000	12,000
PROGRAM TOTAL		251,978	560,468	493,300	178,000	695,000

COMMUNITY FACILITIES DISTRICT (FACILITIES)

Line Item Detail

FY2023-24

ACCT. #	ACCOUNT	APPLICATION	BASIS	ADOPTED
6810	Palo Corona Improvements	DC Lighting	A	\$350,000
		DC Painting Ceiling	A	
		DC Office Wall & Furniture	A	
		RCU Way-finding Signage	A	
		HWY 1 Turn Lane (pmt 1 of 2)	A	
6830	Garland Ranch Improvements	Parking Lot Improvements	C	\$333,000
		Ranger Station Staging Area	A	
		Vehicle Bridge Structural Assessment		
		VC Outdoor Classroom/Shade		
6891	Park Security Systems	Security Cameras	A	\$12,000
TOTAL				\$695,000

BASIS FOR ESTIMATES:

- A - Based on known & estimated costs
- B - Based on prior experience
- C - Based on formula, schedule, or agreement

CFD Facilities Revenues, Expenditures and Fund Balance

Beginning Fund Balance	\$71,784
<u>FY2022-23:</u>	Estimated Revenues \$397,200
	Estimated Expenditures \$178,000
	Estimated Fund Balance 6/30/23 \$290,984
<u>FY2023-24</u>	Projected Revenues \$408,000
	Projected Expenditures \$695,000
	Projected Fund Balance 6/30/24 \$3,984



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