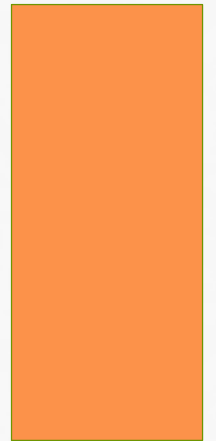


# OPEN SPACE PROGRAM

2017 ANNUAL FINANCIAL REVIEW

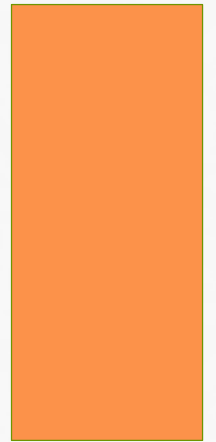
OPEN SPACE AND HABITAT COMMISSION



# PRESENTATION OVERVIEW

- **Fiscal Year 2016-17**
  - Accomplishments
  - Budget vs. Actuals
- **Fiscal Year 2017-18**
  - Budget Principles
  - Revenues/Expenses
  - Goals
- **Fund Balances**
  - Fund 135 – Measure O parcel tax
  - Fund 190 – Ag mitigation in-lieu fees
  - Fund 475 – Open space development impact fees
- **Fund 135 -- Measure O Parcel Tax**

FISCAL YEAR 2016-17



# FY 2016-17 ACCOMPLISHMENTS

- Acquired 10 acres west of South Fork Preserve
- Completed significant deferred maintenance work
- Applied for state grant (public access improvements)
- Organized several community volunteer events
- Completed draft management and monitoring plans
- Completed site-based budgets for all open space sites
- Other accomplishments
  - Developed grazing plan
  - Managed for burrowing owl habitat
  - Managed homeless camp cleanups and mitigations

# FY 2016-17 BUDGET VS ACTUALS

<b>Revenues</b>	<b>FY 16-17 Budget</b>	<b>FY 16-17 Actuals</b>	<b>Variance</b>
<b>Program 3255 (Open Space - Misc Funds)</b>			
Mace 25 ag lease revenue	\$10,060	\$2,621	-74%
Park Maintenance Fees	\$50,000	\$45,833	-8%
Estimated General Fund contribution	\$183,521	\$164,539	-10%
<b>Program 3256 (Measure O -- Fund 135)</b>			
Measure O Fund (Includes parcel tax, interest income, etc.)	\$256,916	\$474,366	85%
<b>Total Revenues</b>	<b>\$500,497</b>	<b>\$687,360</b>	<b>37%</b>

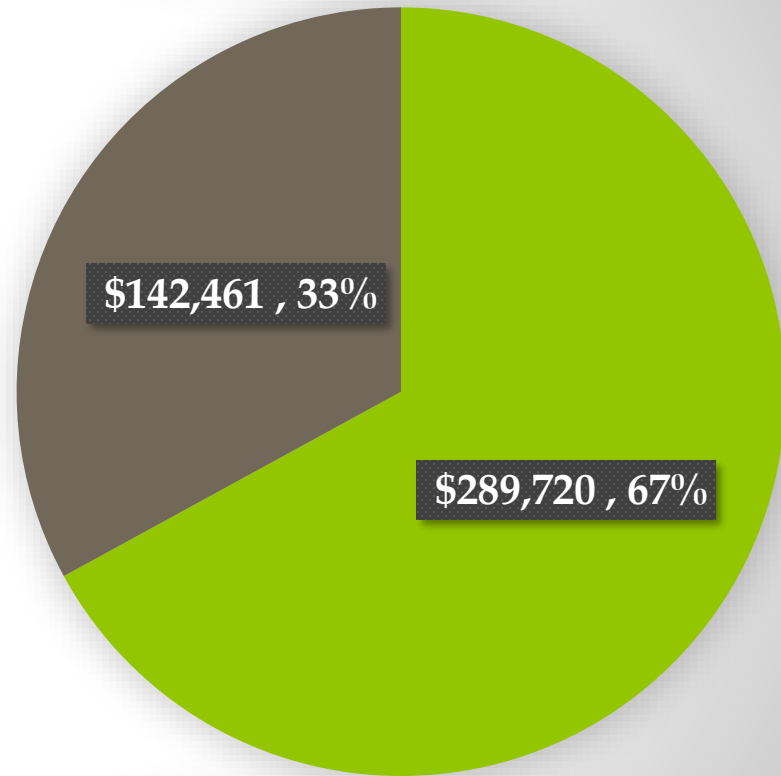


# LAND ACQUISITION

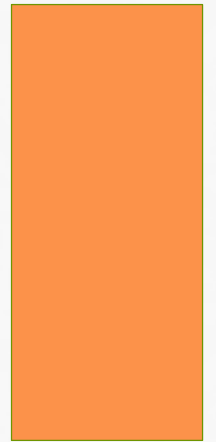
**“South Fork West”  
Purchase Price = \$432,181**

■ Fund 135 - Measure O  
Open Space Parcel  
Tax

■ Fund 475 - Open  
Space Development  
Impact Fees



FISCAL YEAR 2017-18





# 2017-18 BUDGET PRINCIPLES

- **Maintain 33% ratio** (maintenance expenses as a percentage of annual Measure O parcel tax)
- **Identify new revenue sources:**
  - Grant revenue
  - Ag lease revenue
- **Request additional funding for:**
  - Deferred maintenance
  - Invasive species control
  - Monitoring equipment
  - Public outreach and events
  - Cleanup of homeless encampments

# OPEN SPACE PROGRAM BUDGET REVENUES

- **Program 3255**
  - Ag lease revenue – Mace 25 acres ( $\approx 2\%$ )
  - Fund 190 – Ag mitigation in-lieu fees ( $\approx 7\%$ )
  - Park maintenance fees ( $\approx 9\%$ )
  - General Fund ( $\approx 52\%$ )
- **Program 3256 (Measure O)**
  - Fund 135 -- Measure O parcel tax ( $\approx 31\%$ )
- **Revenue Requested for Operations**
  - About \$588,000

# Revenues

## FY 2017-18

### Program 3255 (Open Space - Misc Funds)

Ag Lease Revenue (Mace 25)		\$10,060	2%
Fund 190 -- Ag Mitigation In-lieu Fees		\$40,000	7%
Park Maintenance Fees		\$50,000	9%
General Fund Contribution		\$305,644	52%

### Program 3256 (Measure O -- Fund 135)

Measure O Fund*		\$182,171	31%
(*Includes parcel tax, interest income, etc.)			

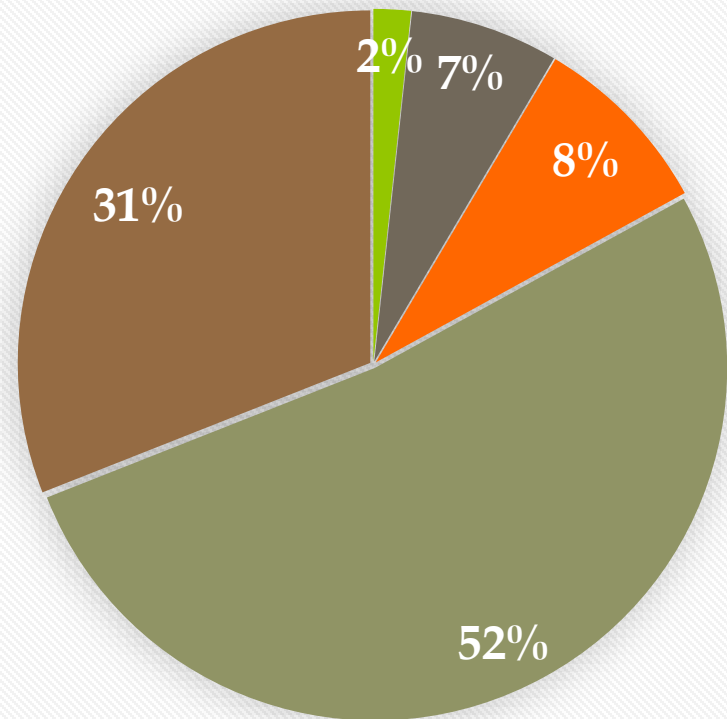
### Total Revenues

\$587,875 100%

# OPEN SPACE PROGRAM BUDGET REVENUES

## Program Revenues

- Ag Lease Revenue (Mace 25)
- Fund 190 -- Ag Mitigation In-lieu Fees
- Park Maintenance Fees
- General Fund Contribution
- Measure O Fund



# OPEN SPACE PROGRAM BUDGET EXPENSES

- **Program 3255**
  - Personnel expenses
  - Non-personnel expenses
    - Maintenance services
    - Share of general overhead
    - Supplies/equipment
    - Outreach/advertising
    - Miscellaneous (taxes, fees/subscriptions)
    - Other (YHC membership, etc.)
- **Program 3256 (Measure O)**
  - Personnel expenses
  - Non-personnel expenses
    - Maintenance services/supplies/equipment
    - Share of general overhead
    - Capital improvements
    - Acquisition/transaction costs

# Expenses

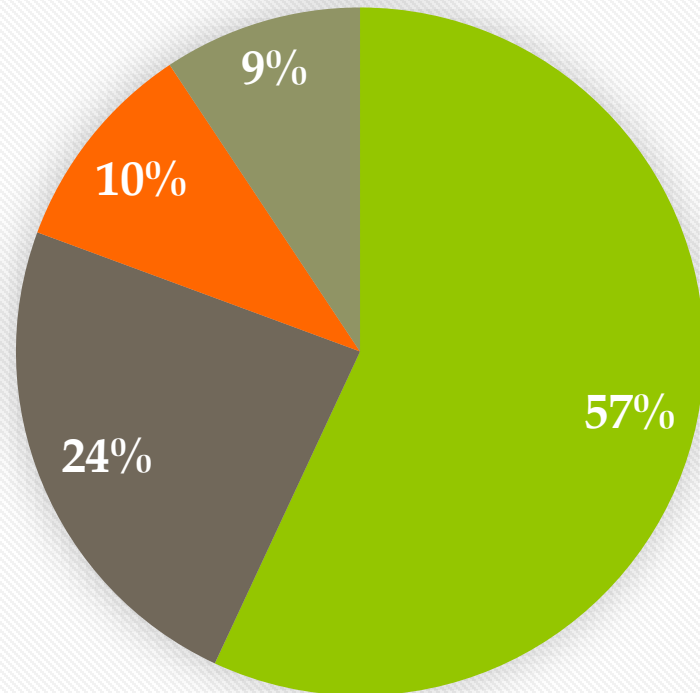
## FY 2017-18

<b>Program 3255 (Open Space - Misc Funds)</b>					
Personnel Expenses				\$224,488	38%
Non-Personnel Expenses					
Maintenance Services				\$68,977	12%
Share of General Overhead				\$43,590	7%
Supplies/Equipment				\$13,800	2%
Outreach/Advertising				\$1,050	0%
Misc (Taxes, Fees/Subscriptions)				\$3,800	1%
Other (YHC membership, other)				\$50,000	9%
			Subtotal - Non Personnel	\$181,217	31%
<b>Program 3256 (Measure O -- Fund 135)</b>					
Personnel Expenses				\$110,225	19%
Non-Personnel Expenses					
Maintenance Services/Supplies/Equipment				\$56,516	10%
Share of General Overhead				\$15,430	3%
Capital Improvements				\$0	0%
Acquisition/Transaction Costs				\$0	0%
			Subtotal - Non Personnel	\$71,946	12%
<b>Total Expenses</b>				<b>\$587,875</b>	<b>100%</b>

# OPEN SPACE PROGRAM BUDGET EXPENSES

## Program Expenses

- Personnel
- Maintenance/Supplies/Equip
- Share of General Overhead
- Other



# 2017-18 GOALS

- **Program Administration**

- Complete strategic plan/implementation plan; post on website
- Complete overall program budget; post on website
- Complete land management/monitoring plans; post on website
- Complete restoration grant guidelines
- Make progress on site and locational signage project
- Apply for additional acquisition and/or restoration grants

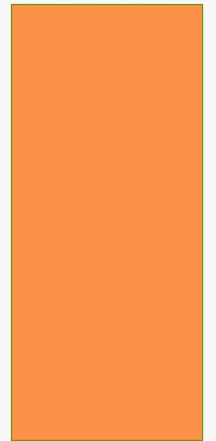
- **Land Management**

- Begin/complete public access improvements at South Fork Preserve
- Complete major invasive species control projects
- Complete biodiversity improvements
- Make progress on major art project
- Organize volunteer events
- Establish partnerships for environmental education events



# FUND BALANCES

FISCAL YEAR 2017-18

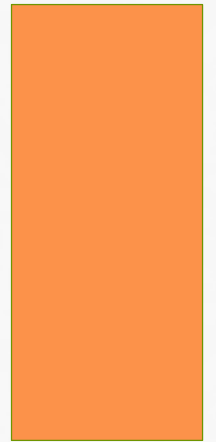


# RESTRICTED FUND BALANCES

- Restricted fund balances available for acquisitions and special capital improvement projects
  - Measure O parcel tax (Fund 135) = about \$5.58 million
  - Ag mitigation in-lieu fees (Fund 190) = about \$400,000
  - Development impact fees (Fund 475) = about \$742,000
- Therefore, in addition to the \$588,000 needed for on-going operations, there is approximately **\$6.72 million** available for acquisitions and special capital improvement projects

# MEASURE O FUND

FISCAL YEAR 2017-18

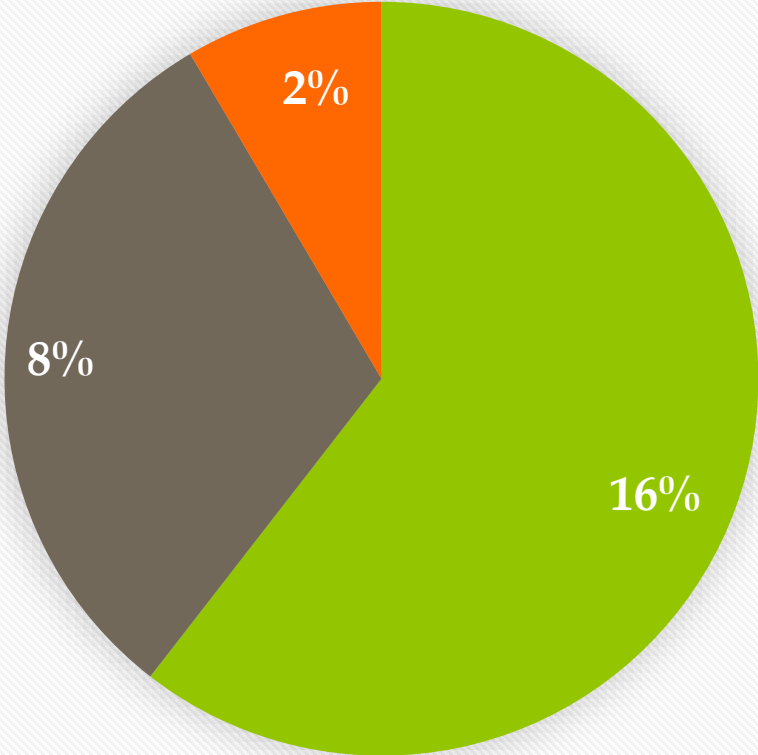


FUND 135 (MEASURE O FUND)	13	14	15	Budget	Budget	
	FY13/14	FY14/15	FY 15/16	FY 16/17	FY 17/18	Total
<b>Revenues</b>						
Parcel Tax Revenue	\$640,980	\$649,634	\$644,914	\$673,200	\$676,566	\$10,865,623
Interest/Investment Income	\$5,507	\$7,399	\$15,197	\$8,000	\$32,600	\$563,737
Grant Revenue	\$807,084	\$0	\$0	\$0	\$0	\$2,222,834
Sale of Leland Ranch (Easement Retained)	\$3,093,371	\$0	\$0	\$0	\$0	\$3,093,371
Misc Reimbursements	\$388	\$14,402	\$900	\$12,000	\$0	\$83,860
<b>Total Revenues</b>	<b>\$4,547,330</b>	<b>\$671,435</b>	<b>\$661,012</b>	<b>\$693,200</b>	<b>\$709,166</b>	<b>\$16,829,426</b>
<b>Expenses</b>						
Personnel Expenses	\$281,255	\$283,407	\$285,507	\$128,346	\$110,225	\$2,476,012
Non-Personnel Expenses						
Maintenance Services/Supplies/Equipment	\$3,352	\$15,138	\$17,221	\$52,216	\$56,516	\$175,398
Share of General Overhead	\$40,608	\$38,736	\$44,263	\$25,262	\$15,430	\$323,813
Capital Improvements	\$0	\$0	\$0	\$0	\$0	\$33,378
Acquisitions/Transaction Costs						\$0
McConeghy Ranch (300 acres)	\$0	\$0	\$0	\$0	\$0	\$388,278
Ebey/Laughtin Ranch (146 acres)	\$0	\$0	\$0	\$0	\$0	\$692,472
Barger Ranch (80 acres)	\$0	\$0	\$0	\$0	\$0	\$38,732
Wasserman Farm (80 acres)	\$0	\$0	\$0	\$0	\$0	\$83,150
Staib Farm (300 acres)	\$0	\$0	\$0	\$0	\$0	\$26,646
Miles/Kidwell Farm (488 acres)	\$0	\$0	\$0	\$0	\$0	\$0
McIssac Farm (85 acres)	\$0	\$0	\$0	\$0	\$0	\$0
Stanley Farm (90 acres)	\$0	\$0	\$0	\$0	\$0	\$0
Staib 72 Farm (72 acres)	\$0	\$0	\$0	\$0	\$0	\$142,000
Mace Curve (390 acres)	\$0	\$0	\$0	\$0	\$0	\$3,807,578
Kerr Farm (90 acres)	\$0	\$0	\$0	\$0	\$0	\$0
Eoff Farm (All Phases) (712 acres)	\$0	\$0	\$0	\$0	\$0	\$2,608,455
Transaction Costs	\$72,323	\$2,791	\$0	\$0	\$0	\$458,006
<b>Total Expenses</b>	<b>\$397,537</b>	<b>\$340,072</b>	<b>\$346,991</b>	<b>\$205,824</b>	<b>\$182,171</b>	<b>\$11,253,918</b>
<b>Balance</b>	<b>\$4,149,793</b>	<b>\$331,363</b>	<b>\$314,021</b>	<b>\$487,376</b>	<b>\$526,995</b>	<b>\$5,575,507</b>
	FY13/14	FY14/15	FY 15/16	FY 16/17	FY 17/18	
<b>Personnel Expenses as a % of Parcel Tax</b>	<b>51%</b>	<b>52%</b>	<b>54%</b>	<b>31%</b>	<b>27%</b>	
				<b>Budget</b>	<b>Budget</b>	




# FUND 135 (MEASURE O)

## Measure O Expenses (as a % of parcel tax)

- Personnel Expenses
- Maintenance, Supplies & Equip
- General Overhead



# FUND 135 (MEASURE O)

- Changes from previous fiscal year budget
  - Personnel expenses:  14%
  - Maintenance services/supplies/equipment:  8%
  - Share of general overhead:  39%

# POSITIONS FUNDED WITH MEASURE O

					<b>% of Position Funded With Measure O Funds</b>				
					<b>City Dept</b>	<b>Before 2015-2016</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
Open Space Program Manager					CD&S	10%	10%	10%	10%
Sustainability Programs Coordinator					CD&S	5%	0%	0%	0%
Open Space Lands Manager					CD&S	0%	50%	50%	50%
Park Maintenance Worker I (Seasonal Temp Part-time)					CD&S	0%	60%	60%	60%
Environmental Resources Supervisor					Parks	85%	0%	0%	0%
Environmental Resource Specialist					Parks	85%	0%	0%	0%
Community Services Superintendent					Parks	1%	0%	0%	0%
Office Assistant II					Parks	5%	0%	0%	0%
Senior Parks Supervisor					Parks	5%	0%	0%	0%
Park Maintenance Worker I (Seasonal Temp Part-time)					Parks	67%	0%	0%	0%
Integrated Pest Management Specialist					Parks	25%	0%	0%	0%
Parks Superintendent					Parks	0%	5%	5%	0%

# OPEN SPACE PROGRAM

2017 ANNUAL FINANCIAL REVIEW

OPEN SPACE AND HABITAT COMMISSION

