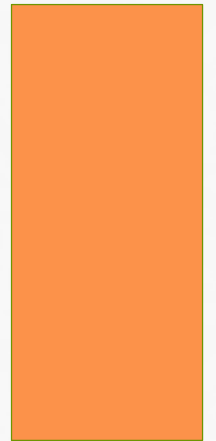


OPEN SPACE PROGRAM

2017 ANNUAL FINANCIAL REVIEW

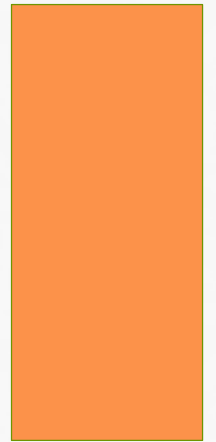
OPEN SPACE AND HABITAT COMMISSION



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

Revenues	FY 16-17 Budget	FY 16-17 Actuals	Variance
Program 3255 (Open Space - Misc Funds)			
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%
Program 3256 (Measure O -- Fund 135)			
Measure O Fund (Includes parcel tax, interest income, etc.)	\$256,916	\$474,366	85%
Total Revenues	\$500,497	\$687,360	37%

FY 2016-17 BUDGET VS ACTUALS

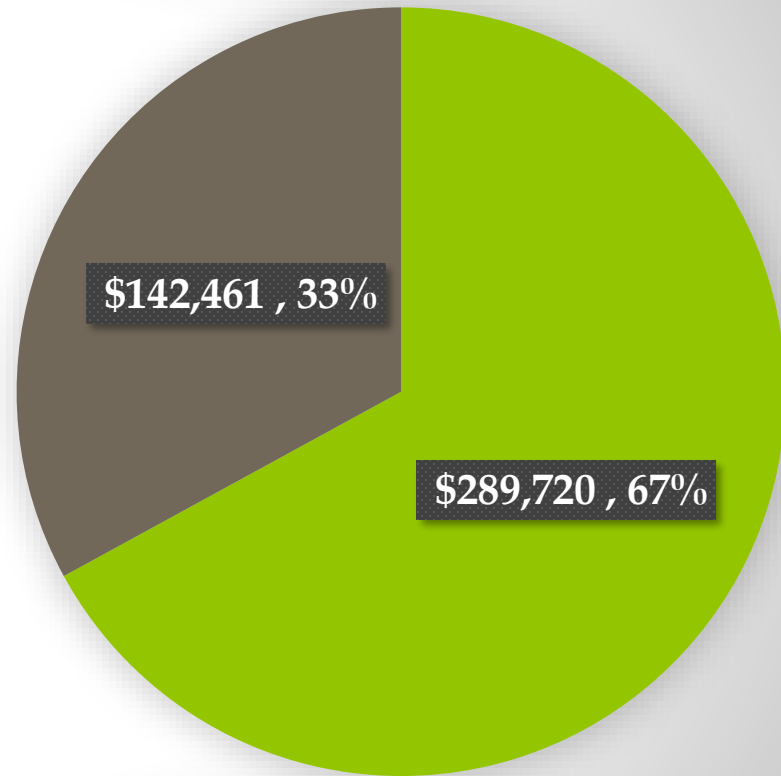
Expenses	FY 16-17 Budget	FY 16-17 Actuals	Variance
Program 3255 (Open Space - Misc Funds)			
Personnel Expenses	\$141,897	\$131,267	-7%
Non-Personnel Expenses			
Contracted Property Management Services	\$55,627	\$39,772	-29%
Share of General Overhead	\$46,057	\$41,955	-9%
Subtotal - non personnel	\$101,684	\$81,727	-20%
Program 3256 (Measure O -- Fund 135)			
Personnel Expenses	\$128,346	\$105,988	-17%
Non-Personnel Expenses			
Contracted Property Management Services	\$52,216	\$55,122	6%
Share of General Overhead	\$25,262	\$23,166	-8%
Capital Improvements	\$51,092	\$371	-99%
Acquisition/Transaction Costs	\$0	\$289,720	
Subtotal - non personnel	\$128,570	\$368,379	187%
Total Expenses	\$500,497	\$687,360	37%

LAND ACQUISITION

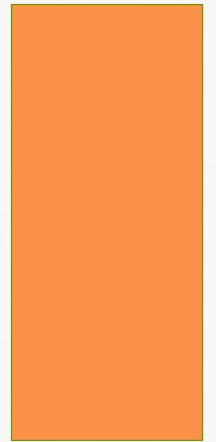
**“South Fork West”
Purchase Price = \$432,181**

■ 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.)			

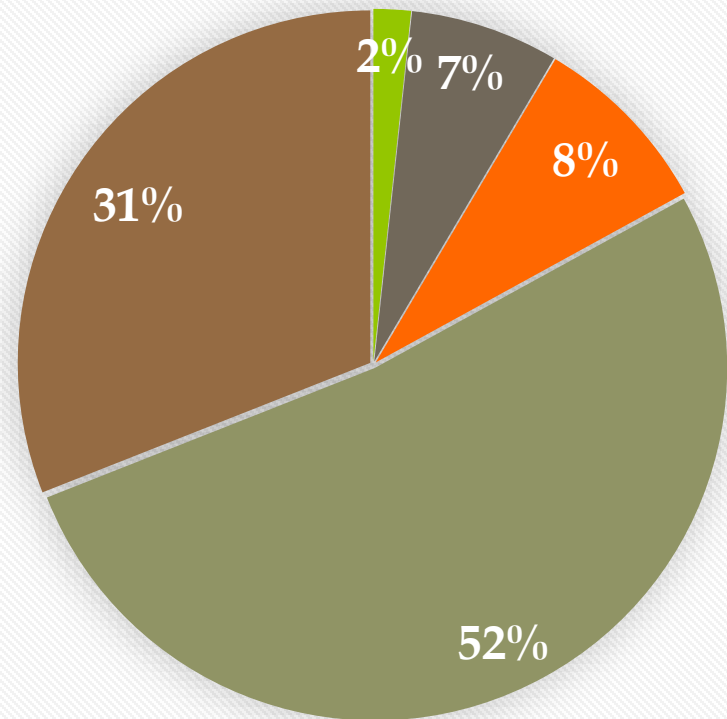
Total Revenues

\$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

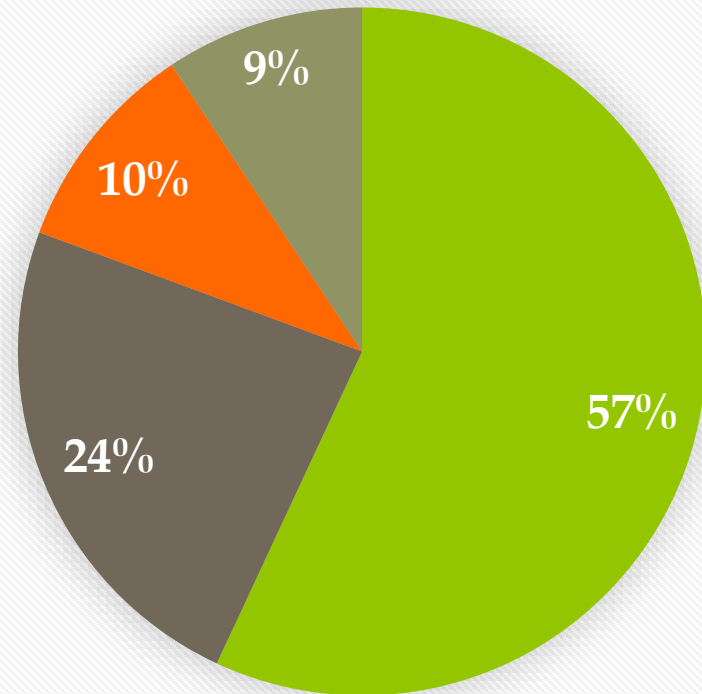
FY 2017-18

Program 3255 (Open Space - Misc Funds)					
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%
Program 3256 (Measure O -- Fund 135)					
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%
Total Expenses				\$587,875	100%

OPEN SPACE PROGRAM BUDGET EXPENSES

Program Expenses

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



2017-18 GOALS

- **Program Administration**

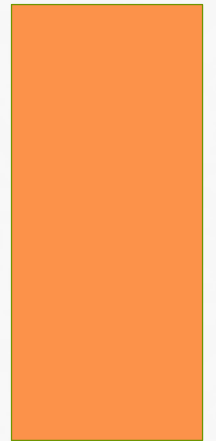
- Complete strategic plan/implementation plan; post on website
- Complete overall program budget; post on website
- Complete land management/monitoring plans; post on website
- Complete restoration grant guidelines
- Make progress on site and locational signage project
- Apply for additional acquisition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

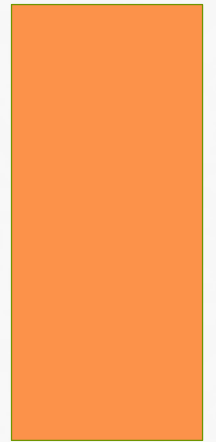


RESTRICTED FUND BALANCES

- 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



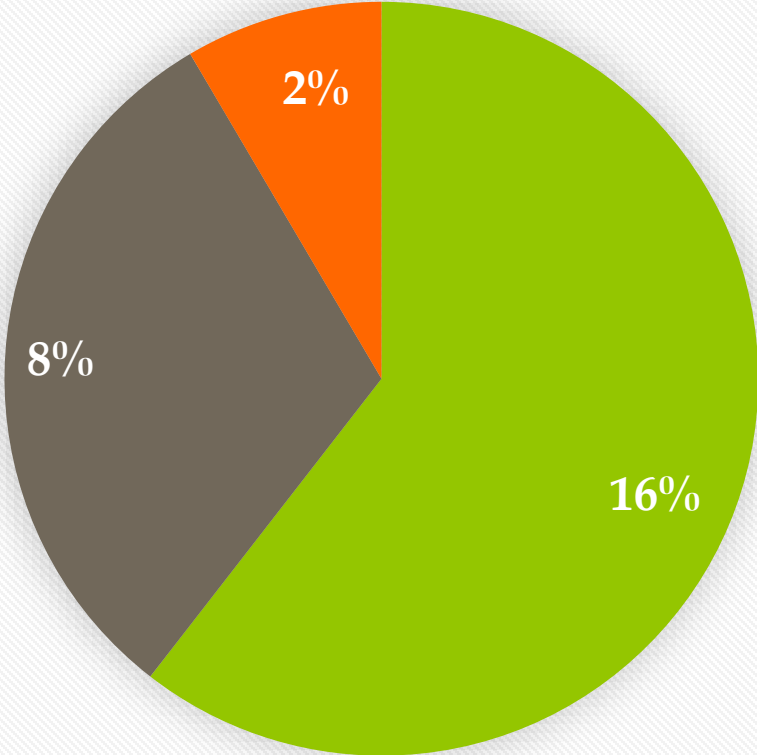
FUND 135 (MEASURE O FUND)

	13	14	15	Budget	Budget	
	FY13/14	FY14/15	FY 15/16	FY 16/17	FY 17/18	Total
Revenues						
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
Total Revenues	\$4,547,330	\$671,435	\$661,012	\$693,200	\$709,166	\$16,829,426
Expenses						
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
Total Expenses	\$397,537	\$340,072	\$346,991	\$205,824	\$182,171	\$11,253,918
Balance	\$4,149,793	\$331,363	\$314,021	\$487,376	\$526,995	\$5,575,507
	FY13/14	FY14/15	FY 15/16	FY 16/17	FY 17/18	
Personnel Expenses as a % of Parcel Tax	51%	52%	54%	31%	27%	
				Budget	Budget	




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

					% of Position Funded With Measure O Funds				
					City Dept	Before 2015-2016	2015-16	2016-17	2017-18
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

