

# **MONTEREY PENINSULA REGIONAL PARK DISTRICT**



**ADOPTED BUDGET  
FISCAL YEAR 2022-23**

[This page intentionally left blank]

**ADOPTED BUDGET  
FISCAL YEAR 2022-23  
(July 1, 2022 – June 30, 2023)**

**Table of Contents**

	<u>Page</u>
<i>Board/Staff Roster.....</i>	1
<i>District Goals.....</i>	2
<i>General Manager’s Budget Overview.....</i>	3
<i>Budget Resolution.....</i>	9
<b>Budget Summary Schedules and Charts</b>	
<i>Fund Balance Statement.....</i>	10
<i>Revenue Summary FY2019-20 thru 2022-23.....</i>	11
<i>Revenue Summary FY2022-23 (chart).....</i>	12
<i>Expenditures Summary by Type FY2022-23.....</i>	13
<i>Expenditures Summary by Type FY2022-23 (chart).....</i>	14
<i>Expenditures Summary by Program FY2022-23 (chart).....</i>	15
<i>Expenditures Summary FY2019-20 thru 2022-23.....</i>	16
<i>Staffing Summary FY2019-20 thru 2022-23.....</i>	17
<b>Program Budget Detail</b>	
<i>Administration Accomplishments and Goals.....</i>	18
<i>Administration Expenditures FY2019-20 thru 2022-23.....</i>	20
<i>Administration Line Item Detail FY2022-23.....</i>	21
<i>Operations &amp; Maintenance Accomplishments and Goals.....</i>	23
<i>Operations &amp; Maintenance Expenditures FY2019-20 thru 2022-23.....</i>	25
<i>Operations &amp; Maintenance Line Item Detail FY2022-23.....</i>	26
<i>Environ. Ed. &amp; Community Outreach Accomplishments and Goals.....</i>	28
<i>Environ. Ed. &amp; Community Outreach Expenditures FY2019-20 thru 2022-23.....</i>	31
<i>Environ. Ed. &amp; Community Outreach Line Item Detail FY2022-23.....</i>	32
<i>Planning &amp; Conservation Accomplishments and Goals.....</i>	34
<i>Planning &amp; Conservation Expenditures FY2019-20 thru 2022-23.....</i>	35
<i>Planning &amp; Conservation Line Item Detail FY2022-23.....</i>	36
<i>Capital Projects Goals FY2022-23.....</i>	37
<i>Capital Projects Expenditures FY2019-20 thru 2022-23.....</i>	38
<i>Capital Projects Line Item Detail FY2022-23.....</i>	39
<i>Community Facilities District Accomplishments and Goals .....</i>	40
<i>Community Facilities District (Services) Expenditures FY2019-20 thru 2022-23....</i>	42
<i>Community Facilities District (Services) Line Item Detail FY2022-23.....</i>	43
<i>Community Facilities District (Facilities) Expenditures FY2019-20 thru 2022-23... </i>	44
<i>Community Facilities District (Facilities) Line Item Detail FY2022-23.....</i>	45
<i>Assessment District Accomplishments and Goals.....</i>	46
<i>Assessment District Expenditures FY2019-20 thru 2022-23.....</i>	47
<i>Assessment District Line Item Detail FY2022-23.....</i>	48

[This page intentionally left blank]

**Board of Directors and Staff  
As of July 1, 2022**

**Board of Directors**

Kelly Sorenson – Director	Ward 1:	Marina, East Garrison/Ford Ord, North Seaside
Shane Anderson – Director	Ward 2:	East Seaside
Kevin Raskoff – Secretary/Treasurer	Ward 3:	Sand City, Del Rey Oaks, West Seaside, Central Monterey
Kathleen Lee – Vice President	Ward 4:	Pacific Grove, Pebble Beach, West Monterey
Monta Potter – President	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  
John Palaniuk – Ranger  
Jacob Sanderson – Ranger  
Jacob Smith – Planning & Conservation Program Manager  
Hatton Vandervort Vega – Ranger  
Deborah Warcken – Administrative Assistant  
Deborah Wyatt – Environmental Education Coordinator (Volunteers)

**Contract Staff**

Michael Biedebach – 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: Rafael Payan, PhD - General Manager**

**Date: June 01, 2022**

**Subject: Proposed Budget for FY2022-23**

## **BUDGET OVERVIEW**

### **INTRODUCTION**

SARS-CoV-2, more commonly known as COVID-19, rages on. Variants seem to surface every few months, making the battle against this dreaded world-wide pandemic even more difficult. Although statistics may vary one thing is certain, the toll this virus has, is, and will likely take, is monumental in dimension, perhaps irreversibly changing human societies in ways that we cannot presently foresee. According to some reports, to date, this virus has infected an estimated 518,000,000 people globally, resulting in six million deaths, and still climbing. Of these, an estimated 82-million infections and 1-million deaths have occurred in the United States.

Coupled with this, scientists around the world report that the human condition, in fact, that of our fellow living beings, is vulnerable to the undeniable impacts global climate change is presenting. Overall global rising temperatures are evident in glacial retreat, raging wildfires, sea-level rise, and other manifestations that are further evident in phenological shifts that may result in habitat loss, specie decline, and agricultural collapse resulting in famine leading to human strife and conflict.

California's Central Coast is not immune to any of these impacts. Water shortages will impact the "World's Salad Bowl." A warming climate and wildfire will result in ground-cover modification, forever changing the natural landscape that brings beauty to our mountains, hills, valleys, and coastline. Like some of our region's communities, the fabric of our coastal cities may be challenged when it comes time to finding property insurance – assuming it is even available.

Indeed, there is the potential for much gloom-and-doom on the horizon, but there is also much opportunity. The human condition, like that of all living beings and geologic epochs that have preceded us, has experienced severe challenges – and that is where MPRPD's Team comes in. Granted, there are many things we will find exceedingly if not impossible to reverse, but there are many opportunities that we can vision, create, nurture, and implement that can and will make a positive difference.

As previously reported, in response to the pandemic, many local, regional, state, and federal park agencies across the United States shuttered their properties and facilities.

Even so, much of MPRPD's parks and open space remained open. A critical factor in implementing MPRPD's response was that researchers indicated that, as a means of enhancing physical, mental, and emotional health, people should consider going outdoors. Weeks and even months after MPRPD implemented this practice, other land management agencies in the region followed our model and soon reopened their preserves, open spaces, and parks. Unfortunately, because research indicated that the virus was transmitted person to person as an airborne pathogen within areas with limited air circulation, our discovery and visitor centers closed, and our Board meetings ceased to be face-to-face. Zoom and Zoom-like platforms, some postulate, may become the norm rather than the exception going forward. This week, several news outlets reported that COVID-related illness, hospitalizations, and deaths are once again increasing further increasing the likelihood that remote communication may indeed be the norm – at least for the near future.

MPRPD's Board, volunteers, and staff continue to make headway, nevertheless. In fact, some community members have likened MPRPD as "The Little Train That Could." Although numerically small staff-wise, our tiny organization sets its targets high, and leads rather than follows, achieving goals not often achieved as readily by much larger organizations. As part of the agency's most recent Strategic Plan, MPRPD set the lofty goal to enhance access to our region's wonderful parks, natural areas, and open spaces to all residents and visitors. Our intent: When someone visits our properties, partakes in one of our programs, or does business with us, they will become and leave as a better person than when they first entered our domain. Our goal: We shall strive to create a more environmentally literate humanity and inclusive society. Simply stated, nature is for everyone.

The means by which we continue to achieve so much is through coalitions. Examples are numerous, including partnerships with UC Davis as we research and combat sudden oak death, participating in the *ParkIT!* initiative exploring alternatives that may help greatly reduce traffic congestion on State Route 1 at Point Lobos State Natural Reserve, acquiring parklands and entering agreements with other jurisdictions including State Parks, and the cities of Pacific Grove, Monterey and Seaside, to help grow their urban trail systems and parks departments, planning TAMC's FORTAG trail network, co-hosting the Big Sur Land Trusts Race for Open Space, partnering with the Big Sur Marathon Foundation in the development of the region's premier trail network at the Rancho Canada Unit which will serve as a nature trail and cross-country course, and many other coalition activities. We recognize that offering an array of opportunities will especially enhance our reach to under-represented and underserved populations. For instance, the construction of the cross-country course will result in children and youth from various communities to experience Palo Corona Regional Park's magnificent beauty. Perhaps introducing these children and youth to a magnificent park that they may not have otherwise ever experienced. Perhaps, returning with their families, resulting in a positive life-changing experience favorably influencing their life-long environmental ethic. Perhaps, this experience will plant the seeds in a child's soul, such that they may one day be MPRPD's future General Manager.



MPPRPD continues to be a recognized innovative leader in our industry, locally, statewide, and nationally. MPPRPD has been invited to present its Strategic Plan to various local groups, co-authored articles in NRPA Magazine, and is an active participant in wildfire management as we march forward in the development of the region's incident command center. Our scientific research focusing on phenological research and invasive species control, implementation of innovative grazing management practices, and steady pursuit of cultural and habitat restoration, has humbly received the praise of the region's Indigenous Tribes, governmental bodies, institutes of higher learning, NGOs, and private parties.

MPPRPD must continue be forward thinking, positioning the District in a manner that continues to build on the Board's great and bold vision, momentum, and previously approved initiatives. The District must be ready to seek and take advantage of grant funds as they become available.

**Strategic fiscal measures recommended for Fiscal Year 2022-23 include the following:**

- **To provide MPPRPD greater flexibility in how it readies itself for its rebound from COVID-19's impacts. MPPRPD must continue to carefully monitor the pandemic to determine:**
  - Impacts and trends on federal, state, and local sales tax revenues. Although MPPRPD does not rely on sales taxes as a direct means of revenue generation, these could impact MPPRPD. A reduction in sales tax-generated receipts could result in MPPRPD again seeing a great increase in visitors at our District parks and open spaces as other parks departments reduce services in response to reduced sales tax revenues;
  - Impacts and trends on property taxes;
  - Federal stimulus fund availability for capital improvement projects;
  - Best management practices as they pertain to MPPRPD:
    - Developing and implementing COVID-19-related safety policies and procedures for District staff and volunteers;
    - Protocols for hosting or participating in public gatherings;
    - Re-opening discovery and visitor centers, and other facilities;
    - Reinstating face-to-face educational and interpretive programs;
    - Opening new properties – especially those that require coordination with adjacent jurisdictions;
  - MPPRPD coordinating award of transportation grants to schools and NGOs;
  - Coordination of research projects with colleges and universities; and,
  - Other factors.
- **Protect MPPRPD's funds, including reserve funds:** In alignment with the 2021-25 Strategic Plan, MPPRPD will continue to improve its relevance, social equity, coalition-building, and fiscal responsibility. Provision of necessary fiscal resources and nimbleness in how unanticipated emergencies, capital improvement projects,

real property acquisitions (including creation of “the Five Garlands” wherein every ward offers similar opportunities as those offered at Garland Ranch Regional Park) must continue. Funds will continue to be necessary for scientific research and contributing to our partners’ multi-jurisdictional projects. Service delivery expansion by way of enhanced educational programming and exhibits, and the purchase of equipment and supplies is vital. The design and construction of much-needed facilities that enhance visitors’ experiences, community safety, ensure OSHA compliance for our staff – especially our Rangers, while also increasing protection of our region’s natural and cultural resources’ is critical.

It is noteworthy to mention that although MPRPD received some residual funding in FY2021-22 from the Parks, Open Space and Coastal Preservation Assessment District (AD) which “sunsetting” in June 2019, MPRPD has not received any additional funding from that source. The then-impending loss of the AD would have posed a substantial financial strain on MPRPD thus, it was determined that a funding measure would be placed on the ballot in 2016. By going out early, if Measure E failed to pass, MPRPD would still have time to pursue yet another ballot measure.

The consulting firm of TBWB was hired to assist the District with the ballot initiative which soon became known as “Measure E.” During the summer and fall of 2016, staff held numerous public meetings at various venues throughout the District’s boundaries to provide information regarding this initiative. Measure E proved to be a very popular ballot measure. In November 2016, more than 71% of voters soundly approved Measure E, thereby establishing the District’s Parks, Open Space and Coastal Preservation Community Facilities District (CFD). These hard-earned CFD funds would offset the sunsetting AD. These funds are a vital funding source, especially as MPRPD pursues creation of “the Five Garlands.”

In summary: Voters first approved a Benefit Assessment District in 2004 to provide funding for maintaining, improving, and protecting parks, trails, and open spaces areas within the District. The 2004 assessment had a 15-year term and expired June 30, 2019. MPRPD has been expending the remaining AD funds on qualifying projects. Creation of the CFD authorized the new Special Tax to continue to provide funding for these essential services. Unlike the AD, the CFD does not have a sunset provision. In its last year, the expired AD was \$26.80 per year for a single-family property. Effective July 2022, the Special Tax will be \$27.07 per year for a single-family equivalent unit, with an annual adjustment of no more than 3%.

- **Positioning MPRPD to take advantage of funding opportunities:** MPRPD shall seek grant opportunities and position itself for potential stimulus funds that may become available.

MPRPDs Board and staff have wisely advanced the design of several important capital improvement projects. During the last major economic downturn, stimulus funds were available, but many organizations were not ready to take advantage of

those moneys. Having plans and specifications ready for bid makes our projects “shovel-ready.” Of course, plans and specifications can reasonably await funding and can easily be updated as codes change, if necessary.

Along with several grants, MPRPD has and will continue exploring the potential of securing low-interest loans offered to governmental agencies, for the District’s capital improvement projects. In the event grants are not awarded to MPRPD, or grant awards are insufficient to underwrite construction costs, low interest loans may allow MPRPD to complete several large, costly capital improvement projects that were previously authorized by the Board.

The benefit to advancing and completing projects through either grants or low-interest loans, and possibly including some internal funds, or some combination thereof, is that the previously authorized capital improvement projects will enhance public experiences, improve MPRPD’s efficient and effective operational functions, help advance the *ParkIT!* initiative, protect the region in the event of natural or human-caused disasters, and better protect, conserve, preserve and restore or region’s natural and cultural treasures.

Please Note: Construction costs have recently increased substantially. Overall, this is not an anomaly because construction costs tend to increase annually. Thus, the longer a project’s construction is deferred, the more costly its construction. Increased construction costs often far exceed the cost of a low-interest loan that allows a project to be completed and be useable by the public sooner rather than later.

- **Meeting increased visitation needs and resource protection:** The 2021-25 Strategic Plan includes investing in human capital. As previously noted, visitation to the District’s parks and open spaces greatly increased in the last 27-months as folks sought various means to participate in healthy outdoor activities. This resulted in many of the region’s residents and visitors discovering MPRPD’s properties. Usership has greatly increased. Rangers continue to report that weekday activity sometimes mirrors that of prior years’ weekend use, and weekend use often reflects prior years’ holiday season visitation. Thus, measures to increase “boots on the ground” and to better monitor our properties are being pursued.

Accordingly, MPRPD has contracted the services of Koff & Associates to conduct a wage/benefits/organizational structure analysis to determine if the District is aligned with other similar parks, recreation, resource conservation, and service delivery organizations in California. Existing positions will be evaluated to determine if they are appropriately classified with respect to the tasks being undertaken. Survey results are expected by Fall 2022. In response to demands that will be placed on MPRPD as we begin the habitat restoration plans and efforts at Palo Corona Regional Park’s Rancho Canada Unit, Frog Pond Wetland Preserve, Marina Dunes Preserve, and at other properties presently owned by MPRPD but operated by other jurisdictions, we recently hired a Planning &

Conservation Program Manager, a qualified environmental expert to assist us in these efforts. Administrative tasks also continue to increase. To ensure we have staff thoroughly versed in the complex array of MPRPD's budget and finance offices, and as a matter of succession planning, we also recently hired an Accounting Technician to provide needed support to administration staff.

Within the next few months, findings and recommendations will be presented to the Board for review, discussion, recommendation, and action. This will help us refine our understanding of the organization's compensation plans, compared to the market. Once accepted by the Board, the report may help MPRPD to continue attracting and retaining high-quality candidates and personnel; and align the District with wage and benefit structures offered by similar organization These forecasts will enable MPRPD to also plan for equipment, supply, utility, and other related costs.

## **REPORT**

The proposed budget for FY2022-23 is based on projected revenue estimated at \$7,470,900. This represents a decrease in revenue of \$178,400 when compared to the FY2021-22 year-end revenue estimate of \$7,649,300. Expenditures for FY 2022-23 are projected at \$9,385,900. Respectfully, given current inflation and based on the San Francisco Area Consumer Price Index, a 4.20% Cost of Living Adjustment (COLA) is included in the Fiscal Year 2022-23 budget request. Please see the following report and attachments for details.

Attached for your review is Monterey Peninsula Regional Park District's proposed budget for Fiscal Year 2022-23. As in prior fiscal years, staff's primary goal in the development of this proposed budget is to fulfill the key services delivered by MPRPD. Vital responsibilities include the preservation, conservation, and restoration of MPRPD's natural and cultural resources, while providing for the public's enjoyment of parks and open space through passive and active recreation, and multi-generational environmental education opportunities.

**MONTEREY PENINSULA REGIONAL PARK DISTRICT  
RESOLUTION #2022-11  
June 1, 2022**

**A RESOLUTION ADOPTING THE BUDGET OF THE MONTEREY PENINSULA  
REGIONAL PARK DISTRICT FOR FY2022-23**

**WHEREAS**, the proposed budget of the MONTEREY PENINSULA REGIONAL PARK DISTRICT for the FY2022-23 was prepared by the General Manager; and

**WHEREAS**, the proposed budget was subsequently submitted to the Board of Directors at its meeting of June 1, 2022; 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 FY2022-23 is hereby approved as the adopted budget of the MONTEREY PENINSULA REGIONAL PARK DISTRICT in the amount of \$7,470,900 for revenues and \$9,385,900 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 1<sup>st</sup> day of June 2022, by the following vote:

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

NOES: Directors none

ATTEST:

  
\_\_\_\_\_  
Monta Potter, President

 6/3/2022  
\_\_\_\_\_  
Kevin Raskoff, Secretary/Treasurer

**Revenues, Expenditures and Fund Balance**

<b>Fund Balance 6/30/21</b>	\$18,425,529
 <b><u>FY2021-22</u><sup>1</sup></b>	
<b>Estimated Revenues</b>	\$7,649,300
<b>Estimated Expenditures</b>	<u>\$6,984,600</u>
<b>Estimated Fund Balance 6/30/22<sup>2,3</sup></b>	<b><u>\$19,090,229</u></b>
 <b><u>FY2022-23</u></b>	
<b>Projected Revenues</b>	\$7,470,900
<b>Projected Expenditures</b>	\$9,385,900
<b>Projected Fund Balance 6/30/23</b>	<b><u>\$17,175,229</u></b>

<sup>1</sup> Based on March 2022 Budget Review estimates

<sup>2</sup> Approximately \$2,503,400 of this estimated balance is Restricted for the purchase of beachfront/dune property, representing CalTRUST Seawall Mitigation fund balance as of 4/30/2022.

<sup>3</sup> In addition to the Restricted amount, per the General Fund Reserve Fund Balance Policy, \$12,665,650 shall be Unassigned for: 100% of annual operating budget (\$9,385,900 for FY2022-23); 100% of accumulated depreciation (\$2,279,750 as of 6/30/22); and unanticipated expenditure requirements (\$1,000,000).

**Summary of Revenues**  
**FY2019-20 thru FY2022-23**

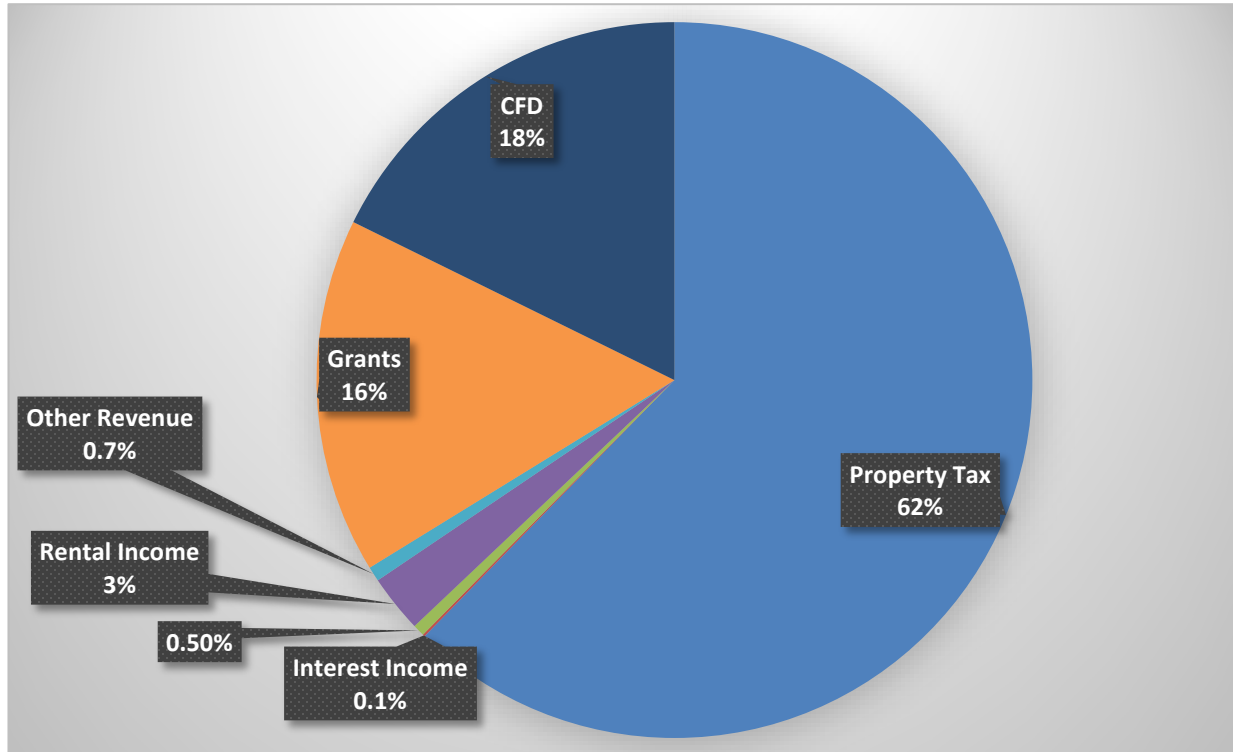
	<b>2019-20 Actual</b>	<b>2020-21 Actual</b>	<b>2021-22 Budget</b>	<b>2021-22 Estimate</b>	<b>2022-23 Adopted</b>
<b>GENERAL FUND:</b>					
Property Tax	4,476,657	4,690,007	4,350,100	4,350,100	4,654,600
Interest Income	16,288	9,473	7,500	3,000	7,500
Dividend Income	284,786	71,355	150,000	50,000	40,000
Rental Income	133,998	91,764	100,000	135,000	195,000
Environ. Ed. Program Fees	615	0	0	0	0
Other Revenue	97,761	104,106	55,000	1,137,000	50,000
<b>TOTAL GENERAL FUND</b>	<b>5,010,105</b>	<b>4,966,705</b>	<b>4,662,600</b>	<b>5,675,100</b>	<b>4,947,100</b>
<b>GRANTS:</b>					
Habitat Conservation (Prop 117)	950,000	0	549,800	0	549,800
Per Capita	0	0	400,000	400,000	400,000
Recreational Infrastructure (Prop 68)	0	0	250,000	250,000	250,000
Other Grants	0	0	0	41,000	0
<b>TOTAL GRANTS</b>	<b>950,000</b>	<b>0</b>	<b>1,199,800</b>	<b>691,000</b>	<b>1,199,800</b>
<b>TOTAL GENERAL FUND/GRANTS</b>	<b>5,960,105</b>	<b>4,966,705</b>	<b>5,862,400</b>	<b>6,366,100</b>	<b>6,146,900</b>
<b>ASSESSMENT DISTRICT:</b>					
Assessment District Fund	20,820	6,300	0	2,400	0
<b>TOTAL ASSESSMENT DISTRICT</b>	<b>20,820</b>	<b>6,300</b>	<b>0</b>	<b>2,400</b>	<b>0</b>
<b>COMMUNITY FACILITIES DISTRICT:</b>					
CFD - Services (70%)	832,005	880,723	896,600	896,600	926,800
CFD - Facilities (30%)	356,574	377,453	384,200	384,200	397,200
<b>TOTAL CFD</b>	<b>1,188,579</b>	<b>1,258,176</b>	<b>1,280,800</b>	<b>1,280,800</b>	<b>1,324,000</b>
<b>REVENUE TOTAL</b>	<b>7,169,503</b>	<b>6,231,180</b>	<b>7,143,200</b>	<b>7,649,300</b>	<b>7,470,900</b>

Despite continued uncertainties caused by the COVID-19 pandemic, the proposed budget includes a 7% increase in Property Tax revenue above the prior year estimate, due to near year-end performance which was 5% more than the approved budget. Grants have been reprogrammed into this new budget, as projects will likely be completed this year.

While we continued to receive minimal residual funding in FY2021-22 from the Parks, Open Space and Coastal Preservation Assessment District (AD) which "sunsetted" in June 2019, we do not anticipate receiving any additional funding. 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

**FY2022-23**



**Total FY2022-23 Revenues:                      \$7,470,900**

<b>Property Tax</b>	<b>4,654,600</b>
<b>Interest Income</b>	<b>7,500</b>
<b>Dividend Income</b>	<b>40,000</b>
<b>Rental Income</b>	<b>195,000</b>
<b>Other Revenue</b>	<b>50,000</b>
<b>Grants</b>	<b>1,199,800</b>
<b>CFD</b>	<b>1,324,000</b>
<b>TOTAL</b>	<b>7,470,900</b>

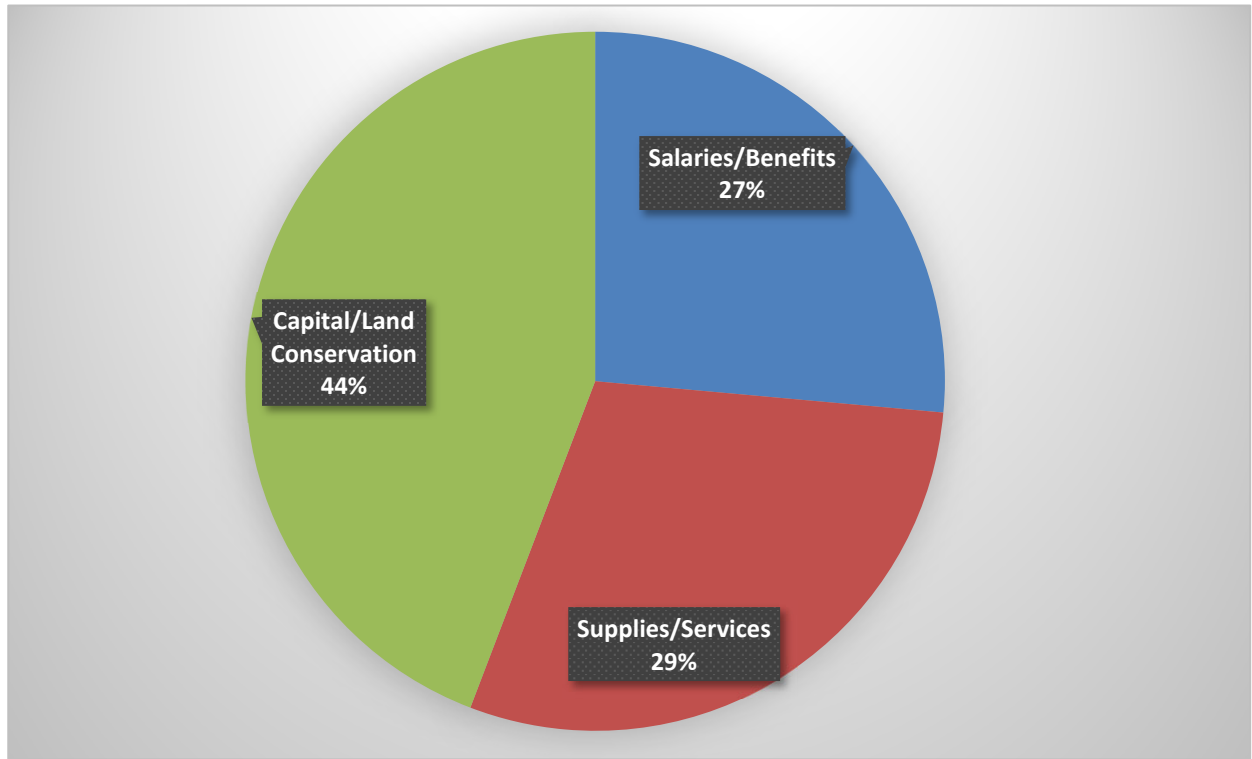


## Summary of Expenditures by Type

**FY2022-23**

	<b>Personnel</b>	<b>Services/ Supplies</b>	<b>Capital</b>	<b>TOTAL</b>
<b>GENERAL FUND:</b>				
Administration	763,100	1,110,400	85,100	1,958,600
Operation & Maintenance	946,600	210,900	223,200	1,380,700
Environmental Ed./Comm. Outreach	520,400	216,200	0	736,600
Planning & Conservation	249,900	259,000	549,800	1,058,700
Capital Projects	0	0	700,000	700,000
<b>TOTAL GENERAL FUND</b>	<b>2,480,000</b>	<b>1,796,500</b>	<b>1,558,100</b>	<b>5,834,600</b>
<b>ASSESSMENT DISTRICT:</b>				
Assessment District	0	0	2,000,000	2,000,000
<b>TOTAL ASSESSMENT DISTRICT</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>	<b>2,000,000</b>
<b>COMMUNITY FACILITIES DISTRICT:</b>				
CFD - Services	0	973,000	85,000	1,058,000
CFD - Facilities	0	0	493,300	493,300
<b>TOTAL CFD</b>	<b>0</b>	<b>973,000</b>	<b>578,300</b>	<b>1,551,300</b>
<b>EXPENDITURES TOTAL</b>	<b>2,480,000</b>	<b>2,769,500</b>	<b>4,136,400</b>	<b>9,385,900</b>

**Summary of Expenditures by Type**  
**FY2022-23**

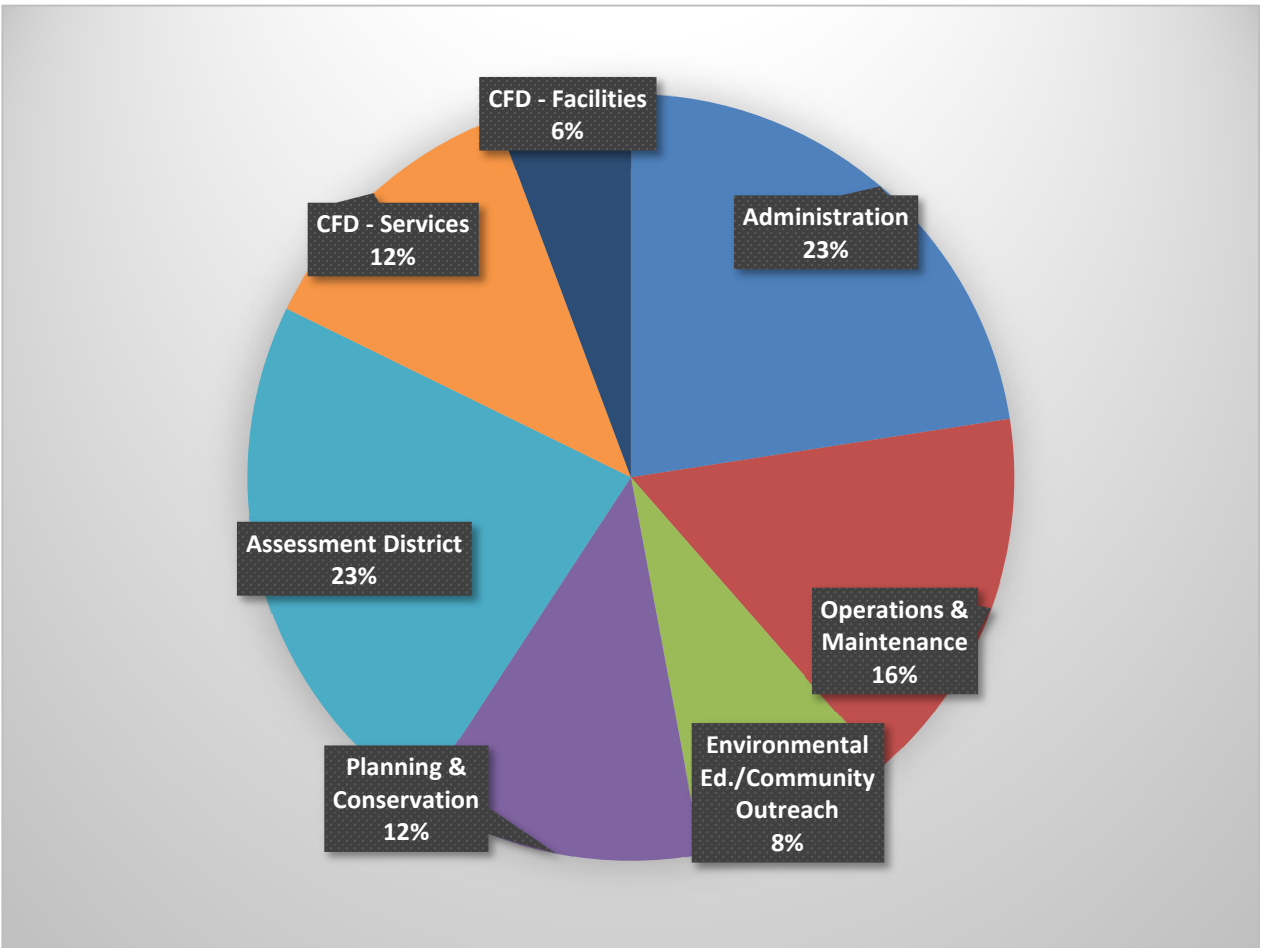


**Total FY2022-23 Expenditures:                    \$9,385,900**

<b>Salaries/Benefits</b>	<b>2,480,000</b>
<b>Supplies/Services</b>	<b>2,759,500</b>
<b>Capital/Land Conservation</b>	<b>4,146,400</b>
<b>TOTAL</b>	<b>9,385,900</b>

## Summary of Expenditures by Program

**FY2022-23**



**Total FY2022-23 Expenditures:                    \$9,385,900**

<b>Administration</b>	<b>1,958,600</b>
<b>Operations &amp; Maintenance</b>	<b>1,390,700</b>
<b>Environmental Ed./Community Outreach</b>	<b>736,600</b>
<b>Planning &amp; Conservation</b>	<b>1,058,700</b>
<b>Assessment District</b>	<b>2,000,000</b>
<b>CFD - Services</b>	<b>1,048,000</b>
<b>CFD - Facilities</b>	<b>493,300</b>
<b>TOTAL</b>	<b>9,385,900</b>

## Summary of Expenditures

**FY2019-20 thru FY2022-23**

	<b>2019-20 Actual</b>	<b>2020-21 Actual</b>	<b>2021-22 Budget</b>	<b>2021-22 Estimate</b>	<b>2022-23 Adopted</b>
<b>GENERAL FUND:</b>					
Administration	1,740,286	3,609,034	1,437,000	1,379,500	1,958,600
Operations & Maintenance	1,386,380	1,471,210	1,636,200	1,657,900	1,380,700
Environmental Ed./ Comm. Outreach	495,475	477,686	677,800	636,300	736,600
Planning & Conservation	1,246,082	1,551,616	418,600	1,058,700	1,058,700
Capital Projects	47,135	0	0	0	700,000
<b>TOTAL GENERAL FUND</b>	<b>4,915,358</b>	<b>7,109,547</b>	<b>4,169,600</b>	<b>4,732,400</b>	<b>5,834,600</b>
<b>ASSESSMENT DISTRICT:</b>					
Assessment District	828,638	395,288	2,590,259	1,250,000	2,000,000
<b>TOTAL ASSESSMENT DISTRICT</b>	<b>828,638</b>	<b>395,288</b>	<b>2,590,259</b>	<b>1,250,000</b>	<b>2,000,000</b>
<b>COMMUNITY FACILITIES DISTRICT:</b>					
CFD - Services	191,231	294,027	960,000	467,200	1,058,000
CFD - Facilities	235,096	249,252	660,000	535,000	493,300
<b>TOTAL CFD</b>	<b>426,326</b>	<b>543,280</b>	<b>1,620,000</b>	<b>1,002,200</b>	<b>1,551,300</b>
<b>EXPENDITURES TOTAL</b>	<b>6,170,323</b>	<b>8,042,878</b>	<b>8,379,859</b>	<b>6,984,600</b>	<b>9,385,900</b>

Proposed General Fund expenditures for FY2022-23 are roughly \$1.9M more than the FY2021-22 year-end estimate, largely due to funding for "Project B" improvements at Palo Corona that began in earnest at the end of the prior FY. Additionally, funds were budgeted for potential elections for 3 Board seats. A 4.2% Cost of Living Adjustment (COLA) was included for staff, based on the 2021 Consumer Price Index (approximately \$69,000).

After years of delays due to COVID-19 and permitting issues, with Project B underway, the remaining Assessment District funds will be expended, plus additional funding to complete this phase of the Project has been allocated in Capital Projects.

In FY2022-23 we will use some funding in reserves from the CFD Services and Facilities accounts for new and continued projects.

**Staffing Summary, Full-time Equivalents**

**FY2019-20 thru FY2022-23**

	<b>2019-20 Actual</b>	<b>2020-21 Actual</b>	<b>2021-22 Actual</b>	<b>2022-23 Adopted</b>
<b>Administration:</b>				
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	0.00	1.00	1.00
Administrative Assistant	1.50	1.50	1.00	1.00
DIVISION TOTAL	3.75	3.75	4.25	4.25
<b>Operation &amp; Maintenance:</b>				
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	6.00
DIVISION TOTAL	7.25	7.25	7.25	7.25
<b>Environmental Education/Community Outreach:</b>				
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	0.50	0.25	1.00	1.00
Env. Education Coord. - Volunteers	1.00	1.00	1.00	1.00
Env. Education Specialist	1.00	0.75	0.50	1.50
DIVISION TOTAL	3.75	3.25	3.75	4.75
<b>Planning &amp; Conservation:</b>				
General Manager	0.25	0.25	0.25	0.25
Planning & Conservation Program Manager	0.00	0.00	1.00	1.00
DIVISION TOTAL	0.25	0.25	1.25	1.25
<b>STAFFING TOTAL</b>	<b>15.00</b>	<b>14.50</b>	<b>16.50</b>	<b>17.50</b>

# 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 2021-22 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 2022)
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 workforce to telecommuting status, while continue service delivery to the public (ongoing)
9. Recruited staff to fill vacancies (ongoing)
10. Initiated classification and compensation analysis (August 2021)

## **FISCAL YEAR 2022-23 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)

## ADMINISTRATION

3. Finalize staff classification and compensation analysis and present findings and recommendations to the Board (September 2022)
4. Continue to explore and develop enhanced revenue generating opportunities (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 2023)
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**  
**FY2019-20 thru FY2022-23**

	<b>Acct Code</b>	<b>2019-20 Actual</b>	<b>2020-21 Actual</b>	<b>2021-22 Budget</b>	<b>2021-22 Estimate</b>	<b>2022-23 Adopted</b>
<b>PERSONNEL:</b>						
Board Compensation	6100	6,400	7,200	7,000	7,000	7,000
Salaries - Full-time	6102	373,530	373,530	381,000	381,000	442,600
Salaries - Part-time	6103	22,289	22,453	0	0	0
Seasonal/Contract Services	6104	49,802	44,665	116,300	116,300	66,500
Job Training & Education	6106	2,402	3,234	5,000	5,000	5,000
Employee Benefits	6107	876,316	2,717,856	205,900	183,900	197,000
Payroll Tax/Personnel	6109	27,049	30,371	25,000	40,000	45,000
<b>TOTAL PERSONNEL</b>		<b>1,357,788</b>	<b>3,199,310</b>	<b>740,200</b>	<b>733,200</b>	<b>763,100</b>
<b>SERVICES &amp; SUPPLIES:</b>						
Insurance	6112	110,207	123,690	130,000	135,000	150,000
Postage	6113	1,070	1,305	3,000	3,000	1,000
Supplies	6114	8,930	3,471	25,000	10,000	10,000
Printing	6120	1,397	862	15,000	3,000	3,000
Legal Notice	6122	3,749	3,519	8,000	8,000	5,000
Publications and Memberships	6124	13,470	14,663	20,000	20,000	20,000
Advertising	6126	0	0	5,000	2,500	2,000
Travel, Conference & Meetings	6130	5,505	1,914	5,000	5,000	10,000
Mileage Reimbursement	6132	57	0	1,000	1,000	1,000
Computer Maintenance/Supplies	6134	13,809	22,722	30,000	30,000	30,000
Equipment Maintenance	6136	0	0	500	500	500
Equipment Rental/Leases	6137	3,135	3,251	5,000	5,000	5,000
Vehicle Maintenance & Fuel	6138	696	108	2,000	1,000	1,000
Utilities	6142	77,879	69,070	85,000	85,000	100,000
Elections	6147	0	0	0	0	506,900
Taxes/assessments	6148	25,818	19,852	30,000	25,000	20,000
Professional/Spec. Serv./Permits	6149	116,026	144,545	227,200	227,200	220,000
District Anniversary	6150	0	0	20,000	0	25,000
<b>TOTAL SERVICES/SUPPLIES</b>		<b>381,747</b>	<b>408,972</b>	<b>611,700</b>	<b>561,200</b>	<b>1,110,400</b>
<b>CAPITAL OUTLAY:</b>						
Depreciation Expense	6161	751	751	85,100	85,100	85,100
<b>TOTAL CAPITAL OUTLAY</b>		<b>751</b>	<b>751</b>	<b>85,100</b>	<b>85,100</b>	<b>85,100</b>
<b>PROGRAM TOTAL</b>						
		<b>1,740,286</b>	<b>3,609,034</b>	<b>1,437,000</b>	<b>1,379,500</b>	<b>1,958,600</b>



**ADMINISTRATION**  
**Line Item Detail**  
**FY2022-23**

ACCT. #	DESCRIPTION	APPLICATION	BASIS	ADOPTED
6100	<b>Board Compensation</b>	Board meetings	B	\$7,000
6102	<b>Salaries/Full-Time</b>	General Manager (25%) Finance Manager Administrative Services Manager Administrative Assistant	A	\$442,600
6104	<b>Contract Staff/Full-Time</b>	Accounting Technician	A	\$66,500
6106	<b>Job Training &amp; Education</b>	Training, Workshops, Classes	A	\$5,000
6107	<b>Employee Benefits</b>	Retirement, Medical, Dental, Vision Disability, Retiree Medical	A	\$197,000
6109	<b>Payroll Tax/Personnel</b>	Federal, State payroll taxes	A	\$45,000
6112	<b>Insurance</b>	Workers Compensation General Liability, Property, Crime	B, C	\$150,000
6113	<b>Postage</b>	Individual, Large mailings and Misc. mail	B	\$1,000
6114	<b>Supplies</b>	General office and Administrative supplies	B	\$10,000
6120	<b>Printing</b>	Copies, Brochures, Stationary	A	\$3,000
6122	<b>Legal Notice</b>	Newspaper and Legal notices	B	\$5,000
6124	<b>Publications &amp; Memberships</b>	Special District, Parks & Rec., Chamber memberships, Govt., HR Acctg./Finance publications	A	\$20,000
6126	<b>Advertising</b>	Misc. Advertising	A	\$2,000
6130	<b>Conference &amp; Travel</b>	CSMFO, GMFOA, CSDA, NRPA CJPIA, LCW, etc. conferences	A	\$10,000
6132	<b>Mileage Reimbursement</b>	Mileage Reimbursement	A	\$1,000
6134	<b>Computer Maint. &amp; Supply</b>	IT Services., Offsite backup Website Maintenance, Software Timekeeping, Printer, Ink, etc.	A	\$30,000

**ADMINISTRATION**  
**Line Item Detail**  
**FY2022-23**

ACCT. #	DESCRIPTION	APPLICATION	BASIS	ADOPTED
6136	<b>Equipment Maintenance</b>	Copier, Fax, Typewriter, Misc. office equip.	B	\$500
6137	<b>Equipment Rental</b>	Copier machine, Postage machine, Security equipment	C	\$5,000
6138	<b>Vehicle Maintenance/fuel</b>	Vehicle Maintenance/Fuel costs	B	\$1,000
6142	<b>Utilities</b>	Share of Office Utility Expenses	B	\$100,000
6147	<b>Elections</b>	Board Elections (3 seats)	A	\$506,900
6148	<b>Taxes/assessments</b>	Property Assessments & Fees	A	\$20,000
6149	<b>Professional/Special Serv./ Permits</b>	Legal Counsel, Audit, LAFCO fees, CPA, Janitorial, Fee Study, etc.	A, B, C	\$220,000
6160	<b>District Anniversary</b>	50 Year Anniversary	A	\$25,000
6161	<b>Depreciation Expense</b>	Annual Replacement Fund	C	\$85,100
<b>TOTAL</b>				<b>\$1,958,600</b>

**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 2021-2022 ACCOMPLISHMENTS***

### Cachagua Community Park

1. Coordinated replacement of San Clemente-Blue Rock perimeter fencing damaged during Carmel Fire (February 2022)
2. Concluded water system improvements in cooperation with CUSD (November 2021)
3. Provided direction and assistance to Board as needed (ongoing)
4. Continued playground equipment inspection program (ongoing)

### Frog Pond Wetland Preserve

1. Completed pond rehabilitation work and vegetation maintenance (October 2021)
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 Visitor Center restroom improvements (April 2022)
3. Continued fuel mitigation projects (ongoing)
4. Replaced interpretive display fencing around Cooper Barn (February 2022)
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)

### Palo Corona Regional Park

1. Continued COVID-19 safety measures and protocols (ongoing)
2. Completed replacement of Palo Corona backcountry perimeter fencing (May 2022)
3. Completed Project A design development phase (January 2022)
4. Provided project management services for Project B (ongoing)
5. Completed Palo Corona Barn Roof stabilization project (June 2022)
6. Completed clubhouse building maintenance and improvements as needed (ongoing)
7. Continued cattle grazing program (ongoing)
8. Monitored vehicle and access permits (ongoing)

# OPERATIONS & MAINTENANCE

## ***FISCAL YEAR 2022-2023 GOALS***

### Cachagua Community Park

1. Relocate horseshoe pits and viewing area (September 2022)
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 (November 2022)

### Garland Ranch Regional Park

1. Continue implementing COVID-19 safety protocols and practices (ongoing)
2. General facility maintenance and improvements as needed (ongoing)
3. Begin fuel mitigation measures based on FMFMP recommendations (February 2023)
4. Continue standardized sign program (ongoing)
5. Complete trail construction/rehabilitation projects (ongoing)
6. Purchase additional portable restroom (June 2023)
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)

### Palo Corona Regional Park

1. Maintain public access and resource management projects, including weed abatement and cattle grazing program management (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 construction of a Cross-country course at RCU (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)

**OPERATIONS & MAINTENANCE**

**Expenditures**

**FY2019-20 thru FY2022-23**

	<b>Acct Code</b>	<b>2019-20 Actual</b>	<b>2020-21 Actual</b>	<b>2021-22 Budget</b>	<b>2021-22 Estimate</b>	<b>2022-23 Adopted</b>
<b>PERSONNEL:</b>						
Salaries - Full-time	6202	568,909	573,149	588,500	588,500	600,400
Seasonal/Contract Services	6204	29,942	62,306	193,300	100,000	63,800
Job Training & Education	6206	707	762	3,500	3,500	1,500
Employee Benefits	6207	277,449	293,250	366,600	368,600	277,900
Uniforms	6208	3,000	3,000	3,000	3,000	3,000
<b>TOTAL PERSONNEL</b>		<b>880,006</b>	<b>932,467</b>	<b>1,154,900</b>	<b>1,063,600</b>	<b>946,600</b>
<b>SERVICES &amp; SUPPLIES:</b>						
Postage	6213	36	0	100	100	200
Supplies	6214	22,697	20,672	24,500	24,500	25,000
Tools	6216	478	1,798	2,000	2,000	4,500
Printing	6220	2,890	5,516	5,000	2,000	5,000
Publications and Memberships	6224	0	0	100	100	100
Conference & Travel	6230	1,899	0	3,500	1,500	3,000
Mileage Reimbursement	6232	0	0	100	100	100
Computer Maintenance/Supplies	6234	11,387	15,537	21,000	21,000	25,000
Equipment Maintenance	6236	17,049	30,588	16,500	16,500	14,500
Equipment Rental	6237	559	535	1,500	1,500	1,500
Vehicle Maintenance & Fuel	6238	25,003	20,744	18,000	25,000	25,000
Janitorial Supplies	6241	10,278	7,733	14,500	14,500	15,000
Utilities	6242	64,044	55,186	60,000	60,000	70,000
Building Repairs	6243	10,771	4,322	18,000	10,000	12,000
COVID-19 Response	6267	46,010	65,995	10,000	65,000	10,000
<b>TOTAL SERVICES/SUPPLIES</b>		<b>213,100</b>	<b>228,625</b>	<b>194,800</b>	<b>243,800</b>	<b>210,900</b>
<b>CAPITAL OUTLAY:</b>						
Equipment	6260	162	10,597	17,300	17,300	0
Depreciation Expense	6262	268,176	281,193	188,200	188,200	205,500
Park Signs	6263	8,844	3,456	6,000	4,000	5,200
Parking Areas/Access Roads	6264	16,092	14,673	15,000	10,000	12,500
Winter Storms	6266	0	0	0	51,000	0
Carmel Fire	6268	0	199	60,000	80,000	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>293,274</b>	<b>310,118</b>	<b>286,500</b>	<b>350,500</b>	<b>223,200</b>
<b>PROGRAM TOTAL</b>		<b>1,386,380</b>	<b>1,471,210</b>	<b>1,636,200</b>	<b>1,657,900</b>	<b>1,380,700</b>

**OPERATIONS & MAINTENANCE****Line Item Detail****FY2022-23**

<b>ACCT. #</b>	<b>ACCOUNT</b>	<b>APPLICATION</b>	<b>BASIS</b>	<b>ADOPTED</b>
6202	<b>Salaries/Full-Time</b>	General Manager (25%) Supervising Ranger Rangers (5)	A A A	\$600,400
6204	<b>Contract Staff/Full-Time</b>	Seasonal Rangers (2)	A	\$63,800
6206	<b>Job Training &amp; Education</b>	Training, Workshops, Classes	A, C	\$1,500
6207	<b>Employee Benefits</b>	Retirement, Medical, Dental, Vision Disability, Retiree Medical	A	\$277,900
6208	<b>Uniforms</b>	Staff uniform allowance	C	\$3,000
6213	<b>Postage</b>	Misc. mailings	A	\$200
6214	<b>Supplies</b>	Misc. Hardware, Lumber, Office supplies, Safety equipment	A	\$25,000
6216	<b>Tools</b>	Chainsaw replacement, Power tools	A	\$4,500
6220	<b>Printing</b>	Park maps, misc.	A	\$5,000
6224	<b>Publications &amp; Memberships</b>	Trade periodicals	A	\$100
6230	<b>Conference &amp; Travel</b>	Professional conferences, Training	A	\$3,000
6232	<b>Mileage Reimbursement</b>	Mileage Reimbursement	A	\$100
6234	<b>Computer Maint &amp; Supplies</b>	IT Services, Paper, Ink	A	\$25,000
6236	<b>Equipment Maintenance</b>	Tractors, Trailers, Off-road, etc.	A, B	\$14,500
6237	<b>Equipment Rental</b>	Log splitter, water truck, etc.	A	\$1,500
6238	<b>Vehicle Maintenance/fuel</b>	Pick-up trucks/Trailers, Off-road, etc. Service, Repairs, Fuel	A, B	\$25,000
6241	<b>Janitorial Supplies</b>	Cleaning, Paper supplies, MuttMitts	A	\$15,000
6242	<b>Utilities</b>	PG&E, Water, Telephones, Internet, Propane, Dumpster Portable toilet pumping	A, B	\$70,000
6243	<b>Building/Facility Repairs</b>	Misc. repairs	A	\$12,000
6262	<b>Depreciation Expense</b>	Annual Depreciation Fund	C	\$205,500
6263	<b>Park Signs</b>	District-wide standard signage	A	\$5,200

**OPERATIONS & MAINTENANCE**

**Line Item Detail**

**FY2022-23**

<b>ACCT. #</b>	<b>ACCOUNT</b>	<b>APPLICATION</b>	<b>BASIS</b>	<b>ADOPTED</b>
6264	<b>Parking areas/access roads</b>	Seasonal road & Parking lot repairs	A, B	\$12,500
		Corona Road annual fee	A	
		Special maintenance	A	
6267	<b>COVID-19 Response</b>	Portable toilets, Disinfecting/cleaning	A	\$10,000
	<b>TOTAL</b>			<b>\$1,380,700</b>

**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 and 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, 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 2021-22 ACCOMPLISHMENTS**

1. Designed and developed a Visitor Experience Guide app with manual, and trained inter-divisional staff on its use (June 2022)
2. Adapted and implemented volunteer retention strategies during COVID-19 and the "pause" on volunteer programming by providing monthly zoom enrichments and keeping connected with informational calls, emails, and regular newsletters (ongoing)
3. Released two (2) *Let's Go Outdoors! (LGO!)* Guides offering free programs and enhancing participants' experiences outdoors. All programs offered were outdoors only and by partnerships with agencies, organizations, businesses, and individual instructors (April 2022)
4. Expanded and enhanced partnerships with education, civic, tribal communities, non-profit, and government organizations (June 2022)
5. Designed and installed three permanent user-friendly, multi-media exhibits at the PCPR Discovery Center on condors, Rumsen lifestyle and tools, and the geology, with partnership support (June 2022)
6. Researched and drafted a comprehensive transportation grant program for schools located within MPRPD's jurisdictional boundaries for K-12 student access to programs and open space (May 2022)
7. Updated and implemented the Environmental Education Plan to align programs to meet the needs of partners, educational institutions, and students (May 2022)
8. Developed and hosted four (4) virtual/in-person hybrid events including the "Plan Your Park Open House", "CA Wildlife Day", "Earth Day", and "Wildflower Show" (June 2022)
9. Boosted Social media outreach and enhanced social media outlets and communications (ongoing)
10. Provided professional development and training for staff and volunteers (ongoing)



## ENVIRONMENTAL EDUCATION & COMMUNITY OUTREACH

11. Applied for several state and national grants including the National Recreation and Park Associate grant to support Cachagua Community Park and the CA State Parks (Prop 68) Regional Park Program for PCPR facilities (January 2022)
12. Develop a 50<sup>th</sup> anniversary logo recognizing the establishment of MPRPD to be incorporated through 2022 in branding, literature, and events (January 2022)
13. Assisted with the design development of “Project A” and “Project B” improvements to Palo Corona Regional Park (ongoing)
14. Partnered with the Blue Zone Project offering regular activities on MPRPD lands to create a healthier community and workforce (May 2022)
15. Strengthened community connections working with area organizations, volunteers, and CSUMB-Service Learners (May 2022)

### **FISCAL YEAR 2022-23 GOALS**

1. Conclude and implement the comprehensive Palo Corona Regional Park’s Interpretive Master Plan (March 2023)
2. Create and foster relationships and partnerships with education, civic, Tribal members, non-profit, and government organizations (June 2023)
3. Design and install two (2) permanent user-friendly, multi-media exhibits at park centers (May 2023)
4. Enhance MPRPD maps developing user-friendly, multi-media accessible maps and apps (January 2022)
5. Evaluate and refine educational goals and directions for all MPRPD sites (ongoing)
6. Design and install two (2) permanent user-friendly, multimedia exhibits at MPRPD centers (May 2023)
7. Expand MPRPD internship program with partners at schools, universities, and environmental organizations, CSUMB Science Illustration program. Act as a mentor to the interns (December 2022)
8. Develop a regional cultural and natural resource interpretation training program for volunteers based upon the California Naturalist Program (May 2023)
9. Research and categorize content for the development of Visitor Interpretive Experience Plans for additional MPRPD Parks and Open Spaces (June 2023)
10. Support the MPRPD Special Use Permit program for research, restoration, conservation, education, and recreation (ongoing)
11. Incorporate interpretation and education components to master planning efforts and meetings (June 2023)
12. Work with partners to create seamless programming and access to parks and open spaces (ongoing)
13. Reach out via to create the safe-spaces needed to kindle the long- term relationships with our communities (ongoing)
14. Continue to diversify the workforce and expand our outreach to a broader audience through partnership with CSUMB Service Learners (ongoing)
15. Apply for a minimum of two (2) grants and funding for education, interpretation, and planning programs such as the Bay Watershed Education and Training (B-WET) grant (June 2023)

## **ENVIRONMENTAL EDUCATION & COMMUNITY OUTREACH**

16. Partner with local organizations to enhance the volunteer programming including outreach, and recruitment (ongoing)
17. Network, develop, and pilot middle school programs, activities, and field trips in conjunction with MPUSD (April 2023)
18. Create curriculum for teachers to support middle school program (May 2023).
  
19. Maintain and enhance current instructor, community partner, and school affiliate contact information, past participation, and expertise list (ongoing)
20. Produce and implement two (2) seasons of the Let's Go Outdoors! adventure activities guide (April 2023)
21. Maintain and update bulletin boards and "self-guided" trail kiosks, informational displays, brochures, and other interpretive resources as they relate to LGO! Activities (ongoing)
22. Sponsor a minimum of three (3) special events on MPRPD lands including CA Wildlife Day, Earth Day, and Wildflower Show (June 2023)

**ENVIRONMENTAL EDUCATION & COMMUNITY OUTREACH**

**Expenditures**

**FY2019-20 thru 2022-23**

	<b>Acct Code</b>	<b>2019-20 Actual</b>	<b>2020-21 Actual</b>	<b>2021-22 Budget</b>	<b>2021-22 Estimate</b>	<b>2022-23 Adopted</b>
<b>PERSONNEL:</b>						
Salaries - Full-time	6302	247,122	247,122	252,100	252,100	258,600
Salaries - Part-time	6303.1	21,460	27,959	38,600	20,000	55,900
Seasonal/Contract Services	6304	36,759	21,969	79,100	79,100	86,700
Job Training & Education	6306	122	1,326	4,000	1,000	4,500
Employee Benefits	6307	94,739	100,240	118,000	118,100	113,800
Uniforms	6308	600	600	600	600	900
<b>TOTAL PERSONNEL</b>		<b>400,802</b>	<b>399,216</b>	<b>492,400</b>	<b>470,900</b>	<b>520,400</b>
<b>SERVICES &amp; SUPPLIES:</b>						
Insurance	6312	0	0	1,000	1,000	1,500
Postage	6313	12,035	11,315	24,000	24,000	25,000
Supplies	6314	3,123	433	5,700	5,700	5,000
Publications and Memberships	6316	75	280	1,000	1,000	1,000
Printing	6320	22,698	13,020	32,000	32,000	36,000
Advertising	6326	4,473	4,387	7,000	7,000	8,000
Travel, Conference & Meetings	6330	(79)	175	5,000	1,000	4,500
Computer Maintenance/Supplies	6334	9,958	16,142	22,300	22,300	23,000
Equipment Rental/Leases	6337	0	644	6,200	6,200	6,200
Vehicle Maintenance & Fuel	6338	4,830	1,677	2,000	2,000	2,000
Utilities	6342	10,113	11,332	15,000	15,000	20,000
Professional Services	6349	6,313	4,661	15,000	15,000	41,000
Interpretive Programs (Parks)	6350	10,770	6,220	20,000	20,000	20,000
Environ. Education (Schools)	6352	669	709	8,000	1,000	8,000
Special Events (Outreach)	6354	45	1,326	3,000	3,000	3,000
Docent/Volunteer Program	6356	1,822	743	7,000	1,000	7,000
VC Garden/Arboretum	6362	0	585	5,000	2,000	5,000
<b>TOTAL SERVICES/SUPPLIES</b>		<b>86,846</b>	<b>73,648</b>	<b>179,200</b>	<b>159,200</b>	<b>216,200</b>
<b>CAPITAL OUTLAY:</b>						
Depreciation Expense	6359	5,629	4,822	6,200	6,200	0
Equipment	6360	2,198	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>7,827</b>	<b>4,822</b>	<b>6,200</b>	<b>6,200</b>	<b>0</b>
<b>PROGRAM TOTAL</b>		<b>495,475</b>	<b>477,686</b>	<b>677,800</b>	<b>636,300</b>	<b>736,600</b>

**ENVIRONMENTAL EDUCATION & COMMUNITY OUTREACH**

**Line Item Detail**

**FY2022-23**

<b>ACCT. #</b>	<b>DESCRIPTION</b>	<b>APPLICATION</b>	<b>BASIS</b>	<b>ADOPTED</b>
6302	<b>Full-Time Staff</b>	General Manager (25%) Environ. Ed. Supervisor Environ. Ed. Coordinator-Volunteers	A	\$258,600
6303.1	<b>Contract Staff/Part-Time</b>	Environ. Education Specialist (3)	A	\$55,900
6304	<b>Contract Staff/Full-Time</b>	Environ. Ed. Coordinator-Programs Temp help Intern	A	\$86,700
6306	<b>Job Training &amp; Education</b>	Training, Workshops, Classes	A	\$4,500
6307	<b>Employee Benefits</b>	Retirement, Medical, Dental, Vision Disability, Retiree Medical	A	\$113,800
6308	<b>Uniforms</b>	Staff uniform allowance	A	\$900
6312	<b>Insurance</b>	LGO Program and Special Events	A	\$1,500
6313	<b>Postage</b>	LGO Fall/Winter and Spring/Summer	B	\$25,000
6314	<b>Environmental Supplies</b>	Office, Environ. Ed. Supplies	A	\$5,000
6316	<b>Pub. &amp; Memberships</b>	CA Park & Rec. Society (CPRS), Nat. Assoc. of Interpreters (NAI),	A	\$1,000
6320	<b>Printing</b>	LGO Fall/Winter and Spring/Summer Maps	A	\$36,000
6326	<b>Advertising</b>	LGO, Wildflower Show, CWD Ed. Programs, Volunteer Recruitment	A	\$8,000
6330	<b>Conference &amp; Travel</b>	NAI, CPRS, NRPA	A	\$4,500
6334	<b>Computer Maint. / Supplies</b>	Ink Cartridges, IT Services, Software	A, B	\$23,000
6337	<b>Equipment Rental</b>	Van Programming, Special Events	A	\$6,200
6338	<b>Vehicle Maintenance/Fuel</b>	Vehicle Maintenance/Fuel costs (2)	B	\$2,000
6342	<b>Utilities</b>	Share of Office Utility Expenses	A	\$20,000
6349	<b>Professional Services</b>	Rec1 Online Registration System Retriever/NPC, Authorize.net Volunteer/Instructor Background check Hootsuite, Exhibits, Permits LGO Instructors	A	\$41,000

**ENVIRONMENTAL EDUCATION & COMMUNITY OUTREACH**  
**Line Item Detail**  
**FY2022-23**

ACCT. #	DESCRIPTION	APPLICATION	BASIS	ADOPTED
6350	<b>Interpretive Program</b>	Interpretive Panels Wayfinding Signage	A B	\$20,000
6352	<b>Educational Program</b>	Educational Supplies/Resources	B	\$8,000
6354	<b>Special Events/Outreach</b>	Community Events & Outreach Service Clubs/Community Group Mtgs. Banners, Signage, Supplies CA Wildlife Day, Earth Day, Wildflower Show	B	\$3,000
6356	<b>Volunteer Program</b>	Recognition Event, Training, Supplies Awards	B B	\$7,000
6362	<b>VC Garden/Arboretum</b>	Native Plants, Restoration, Fencing Signage	A	\$5,000
<b>TOTAL</b>				<b>\$736,600</b>

**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 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 2021-22 ACCOMPLISHMENTS***

1. Conducted species of special concern survey at Marina Dunes Preserve to establish presence or absence Smith's blue butterfly and develop species recovery actions specific to the property (July 2021)
2. Implemented "best management practices" of restoration at Marina Dunes Preserve including invasive species treatment, erosion control, and native plantings (ongoing)
3. Launched new cloud-based GIS management platform using current best practices and technology (April 2022)
4. Hired Planning and Conservation Program Manager position to manage the PCM Division (May 2022)
5. Developed partnership and support through the Pacific Gas & Electric Multiple Region Habitat Conservation Program, a Compensatory Mitigation Program. Receiving funding for the restoration, enhancement, and creation of butterfly and dune habitat Marina Dunes Preserve (February 2022)
6. Collaborated with MPRPD cross-divisional staff members to host the California Society for Ecological Restoration (SERCAL) 2022 conference at the Palo Corona Regional Park District's Discovery Center and presented on "Special Status Species Mitigation at Marina Dunes Preserve: How 'Thinking Big' Led to 'Restoring Now'"
7. Issued more than 25 special use permits to agencies, non-profits, educational facilities, organizations, and individuals to advance area research and conservation, enhance educational opportunities, and support special events (June 2022)

## ***FISCAL YEAR 2022-23 GOALS***

1. Conduct species of special concern survey at Marina Dunes Preserve to establish presence or absence Smith's blue butterfly and develop species recovery actions specific to the property (July 2022)
2. Continue to work with businesses and institutes to provide restoration, stand stabilization, weed eradication and planting at Marina Dunes Preserve (June 2023) planting and Establish a Fire Succession Monitoring Study at sites impacted by the Carmel Fire of 2020 (August 2022)
3. Conduct the Palo Corona Regional Park Grassland Monitoring Project 2023 (May 2023)

**PLANNING & CONSERVATION MANAGEMENT**

**Expenditures**

**FY2019-20 thru FY 2022-23**

	<b>Acct Code</b>	<b>2019-20 Actual</b>	<b>2020-21 Actual</b>	<b>2021-22 Budget</b>	<b>2021-22 Estimate</b>	<b>2022-23 Adopted</b>
<b>PERSONNEL:</b>						
Salaries - Full-time	6502	51,162	51,162	153,100	75,000	160,100
Seasonal/Contract Services	6504	0	0	0	0	20,000
Job Training & Education	6506	0	0	2,000	2,000	3,000
Employee Benefits	6507	28,161	22,968	68,400	28,300	66,800
<b>TOTAL PERSONNEL</b>		<b>79,323</b>	<b>74,130</b>	<b>223,500</b>	<b>105,300</b>	<b>249,900</b>
<b>SERVICES &amp; SUPPLIES:</b>						
Supplies	6514	0	0	2,000	2,000	20,000
Conference & Travel	6530	0	0	2,000	2,000	3,000
Computer Maint./Supplies	6534	0	0	4,000	1,000	15,000
Vehicle Maintenance/fuel	6538	0	0	1,000	300	500
Utilities	6542	0	0	0	0	3,000
Resource Management - PCRCP	6545.1	37,529	46,251	232,500	30,000	32,500
Resource Mgmt. - Eolian Dunes	6545.3	0	0	10,000	10,000	10,000
Resource Mgmt. - Marina Dunes	6545.4	0	38,099	315,000	80,000	0
Resource Mgmt. - Frog Pond	6545.5	0	0	250,000	20,000	0
Resource Mgmt.-GRRP	6545.6	0	0	10,000	0	10,000
TPL Grant	6546	0	150,000	0	0	0
Water Grant	6547	0	467,611	0	0	0
Professional Services	6549	179,030	173,772	418,000	168,000	165,000
<b>TOTAL SERVICES/SUPPLIES</b>		<b>216,559</b>	<b>875,732</b>	<b>1,244,500</b>	<b>313,300</b>	<b>259,000</b>
<b>CAPITAL OUTLAY:</b>						
Land Acquisition	6550	950,200	601,755	550,000	0	549,800
<b>TOTAL CAPITAL OUTLAY</b>		<b>950,200</b>	<b>601,755</b>	<b>550,000</b>	<b>0</b>	<b>549,800</b>
<b>PROGRAM TOTAL</b>		<b>1,246,082</b>	<b>1,551,616</b>	<b>2,018,000</b>	<b>418,600</b>	<b>1,058,700</b>

**PLANNING & CONSERVATION MANAGEMENT**

**Line Item Detail**

**FY2022-23**

ACCT. #	DESCRIPTION	APPLICATION	BASIS	ADOPTED
6502	<b>Salaries</b>	General Manager (25%) P & C Program Manager	A	\$160,100
6504	<b>Seasonal/Contract Staff</b>	Contract Staffing Services	B	\$20,000
6506	<b>Job Training &amp; Education</b>	Training, Workshops, Classes	B	\$3,000
6507	<b>Employee Benefits</b>	Retirement, Medical, Dental, Vision Disability, Retiree Medical	A	\$66,800
6514	<b>Supplies</b>	General Supplies	B	\$20,000
6530	<b>Conference &amp; Travel</b>	Conferences	B	\$3,000
6534	<b>Computer Maint./Supplies</b>	IT Services, Ink, Repairs, Software	B	\$15,000
6538	<b>Vehicle Maintenance/Fuel</b>	Fuel costs	B	\$500
6542	<b>Utilities</b>	Phone, Misc. shared utilities	A	\$3,000
6545.1	<b>Res. Mgmt. - PCR</b>	Grazing Lease Grant Match SHA Plans Implementation	B	\$32,500
6545.3	<b>Res. Mgmt.-Eolian Dunes</b>	Landfill Site Permit Fee	A	\$10,000
6545.6	<b>Res. Mgmt.-GRRP</b>	Resource Management	A	\$10,000
6549	<b>Professional Services</b>	Water Documentation/Recordation & Rptg. Dunes Restoration Plan, GIS	A, B A, B	\$165,000
6550	<b>Land Acquisition</b>	Land Acquisition (Prop 117)	C	\$549,800
	<b>TOTAL</b>			<b>\$1,058,700</b>

**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 GOALS***

1. Complete Project B Phase 1 improvements construction at Palo Corona Regional Park (December 2022)
2. Continue improvements to Palo Corona Regional Park (June 2023)

**CAPITAL PROJECTS**  
**Expenditures**  
**FY2019-20 thru FY2022-23**

	<b>Acct Code</b>	<b>2019-20 Actual</b>	<b>2020-21 Actual</b>	<b>2021-22 Budget</b>	<b>2021-22 Estimate</b>	<b>2022-23 Adopted</b>
PROJECT						
Kahn Ranch	6475	16,631	0	0	0	0
Palo Corona-Rancho Canada unit	6487	0	0	0	0	700,000
GRRP - de Dampierre Park	6494.8	30,504	0	0	0	0
<b>PROGRAM TOTAL</b>		47,135	0	0	0	700,000

**CAPITAL PROJECTS**  
**Line Item Detail**  
**FY2022-23**

ACCT. #	ACCOUNT	APPLICATION	BASIS	ADOPTED
6487	Palo Corona-Rancho Canada	Project B, Phase 1 (Restrooms, Shade Structure, Bus Landing & Multipurpose pad)	A	\$700,000
<b>TOTAL</b>				<b>\$700,000</b>

**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 \$27 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 2021-22 ACCOMPLISHMENTS***

### **Services**

1. Completed annual mowing of RCU Unit (February 2022)
2. Conducted Garland Ranch Regional Park Outdoor Classroom Feasibility Study (July 2021)
3. Contributed toward Laguna Grande Regional Park Trail Maintenance Strategy and Environmental Review (August 2021)
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. Continued Palo Corona Regional Park Project A Phase 2 Design project (June 2022)
2. Completed Palo Corona Regional Park Barn roof replacement (April 2022)
3. Initiated construction of 3-D terrain map for Palo Corona Regional Park (February 2022)

# PARKS, OPEN SPACE AND COASTAL PRESERVATION COMMUNITY FACILITIES DISTRICT

4. Enhanced Discovery Center exhibits (ongoing)

## ***FISCAL YEAR 2022-23 GOALS***

### **Services**

1. Continue improving trail accessibility and sustainability (ongoing)
2. Create and rollout of new transportation grant program (January 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 (June 2023)
5. Contract for miscellaneous projects, reports, and plans, including: Sand Stabilization and Plant Propagation; IT Infrastructure; Garland Ranch Regional Park Fire Management; and Habitat Management (June 2023)
6. Continue annual mowing of RCU unit (ongoing)

### **Facilities**

1. Continue improving trail accessibility and sustainability (ongoing)
2. Maintain and improve security measures including surveillance cameras and security gates at RCU and GRRP (ongoing)
3. Continue improvements to Palo Corona Regional Park Discovery Center (June 2023)
4. Improve fencing at Palo Corona Regional Park (June 2023)
5. Secure temporary office space at Palo Corona Regional Park (December 2022)
6. Perform water well modifications at Palo Corona Regional Park (June 2023)
7. Complete 3-D terrain map for Palo Corona Regional Park (December 2022)
8. Install exhibits at Joyce Stevens Monterey Pine Preserve (June 2023)
9. Perform ADA improvements at Garland Ranch Regional Park (June 2023)
10. Install outdoor classroom/shade structure at Garland Ranch Regional Park (June 2023)
11. Conduct sign, trail, and fencing improvements at Cachagua Community Park (June 2023)
12. Continue security camera and infrastructure improvements to Palo Corona Regional Park (ongoing)

**COMMUNITY FACILITIES DISTRICT (SERVICES)****Expenditures****FY2019-20 thru FY2022-23**

	<b>Acct Code</b>	<b>2019-20 Actual</b>	<b>2020-21 Actual</b>	<b>2021-22 Budget</b>	<b>2021-22 Estimate</b>	<b>2022-23 Adopted</b>
<b>SERVICES &amp; SUPPLIES:</b>						
Palo Corona Maintenance/Services	6710	26,538	29,986	300,000	10,000	0
Eolian Dunes Maintenance/Services	6715	0	18,376	0	10,000	0
Joyce Stevens Maintenance/Services	6720	1,003	0	30,000	5,000	0
Garland Ranch Maintenance/Services	6730	0	2,718	0	1,200	0
Cachagua Maintenance/Services	6740	789	0	0	0	0
Trail Maintenance	6790	14,331	210	65,000	70,000	25,000
Grant Program	6791	475	0	40,000	6,000	50,000
Professional/Contract Services	6794	59,627	129,545	345,000	345,000	898,000
<b>TOTAL SERVICES/SUPPLIES</b>		<b>102,763</b>	<b>180,834</b>	<b>780,000</b>	<b>447,200</b>	<b>973,000</b>
<b>CAPITAL OUTLAY:</b>						
Equipment	6792	51,384	113,194	180,000	20,000	85,000
Vehicle Acquisition	6793	37,084	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>88,468</b>	<b>113,194</b>	<b>180,000</b>	<b>20,000</b>	<b>85,000</b>
<b>PROGRAM TOTAL</b>						
		<b>191,231</b>	<b>294,027</b>	<b>960,000</b>	<b>467,200</b>	<b>1,058,000</b>

**COMMUNITY FACILITIES DISTRICT (SERVICES)**  
**Line Item Detail**  
**FY2022-23**

ACCT. #	ACCOUNT	APPLICATION	BASIS	ADOPTED
6790	<b>Trail Maintenance</b>	Trail Repairs - all parks	A	\$25,000
6791	<b>Grant Program</b>	Transportation Grant	C	\$50,000
6792	<b>Equipment</b>	Ranger pagers Desktops, Laptops, Peripherals Printers, Screens, P/A System Office furniture Meeting Room Sound System Security cameras	A, B	\$85,000
6794	<b>Professional/Contract Services</b>	Cleaning and Maintenance of VC and DC Sand Stabilization, plant propagation (PG&E funding) IT Special Projects GRRP Fire Management Plan Gabilan, People Ready, Tree services Habitat Management Plan Wildlife Crossings Location Research	A, B, C	\$898,000
<b>TOTAL</b>				<b>\$1,058,000</b>

**BASIS FOR ESTIMATES:**

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

<b><u>CFD Services Revenues, Expenditures and Fund Balance</u></b>	
<b>Beginning Fund Balance</b>	<b>\$1,229,318</b>
<b><u>FY2021-22:</u></b>	<b>Estimated Revenues \$896,600</b>
	<b>Estimated Expenditures \$467,200</b>
	<b>Estimated Fund Balance 6/30/22 \$1,658,718</b>
<b><u>FY2022-23</u></b>	<b>Projected Revenues \$926,800</b>
	<b>Projected Expenditures \$1,058,000</b>
	<b>Projected Fund Balance 6/30/23 \$1,527,518</b>

**COMMUNITY FACILITIES DISTRICT (FACILITIES)****Expenditures****FY2019-20 thru FY2022-23**

	<b>Acct Code</b>	<b>2019-20 Actual</b>	<b>2020-21 Actual</b>	<b>2021-22 Budget</b>	<b>2021-22 Estimate</b>	<b>2022-23 Adopted</b>
<b>PROJECTS:</b>						
Palo Corona Improvements	6810	53,230	221,175	375,000	375,000	200,000
Joyce Stevens Improvements	6820	0	8,989	0	160,000	25,000
Garland Improvements	6830	0	6,501	160,000	0	184,300
Cachagua Improvements	6840	0	0	120,000	0	72,000
Trail Construction	6890	51,752	1,832	5,000	0	0
Park Security	6891	10,114	10,755	0	0	12,000
Sherar Acquisition	6892	120,000	0	0	0	0
<b>PROGRAM TOTAL</b>		<b>235,096</b>	<b>249,252</b>	<b>660,000</b>	<b>535,000</b>	<b>493,300</b>



**COMMUNITY FACILITIES DISTRICT (FACILITIES)**  
**Line Item Detail**  
**FY2022-23**

ACCT. #	ACCOUNT	APPLICATION	BASIS	ADOPTED
6810	<b>Palo Corona Improvements</b>	Discover Center doors, wall repairs RCU fencing, Temp. ranger station Water well modifications 3-D Terrain map	A A A A	\$200,000
6820	<b>Joyce Stevens Improvements</b>	Interpretive panels	A	\$25,000
6830	<b>Garland Ranch Improvements</b>	ADA improvements Structure-outdoor classroom/shade	C A	\$184,300
6840	<b>Cachagua Improvements</b>	Esselen village trail, signage, fencing	A	\$72,000
6891	<b>Park Security Systems</b>	Security cameras, gates	A	\$12,000
<b>TOTAL</b>				<b>\$493,300</b>

**BASIS FOR ESTIMATES:**

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

<u>CFD Facilities Revenues, Expenditures and Fund Balance</u>	
<b>Beginning Fund Balance</b>	<b>\$246,953</b>
<b><u>FY2021-22:</u></b>	<b>Estimated Revenues \$384,200</b> <b>Estimated Expenditures \$535,000</b> <b>Estimated Fund Balance 6/30/22 \$96,153</b>
<b><u>FY2022-23</u></b>	<b>Projected Revenues \$397,200</b> <b>Projected Expenditures \$493,300</b> <b>Projected Fund Balance 6/30/23 \$53</b>

# **PARKS, OPEN SPACE AND COASTAL PRESERVATION ASSESSMENT DISTRICT**

## ***PROGRAM DESCRIPTION***

The Parks, Open Space and Coastal Preservation Assessment District (Assessment District) ballot measure was approved by the electorate in August 2004. It was funded by an annual property tax assessment of approximately \$27 per single family equivalent residential unit that expired June 2019. The mission of the Assessment District was to provide funding for the improvement and acquisition of parks, open space, and coastal preservation within the Monterey Peninsula Regional Park District's jurisdictional boundaries.

While the Assessment District funding ended in June 2019, the District continues to expend unused funds, until all have been exhausted.

## ***FISCAL YEAR 2021-22 ACCOMPLISHMENTS***

1. Continued progress on Project B design development at Palo Corona Regional Park (ongoing)
2. Initiated Roof and HVAC assessment project at Palo Corona Regional Park headquarters (ongoing)
3. Conducted biological and aerial assessment of Palo Corona Regional Park (ongoing)

## ***FISCAL YEAR 2022-23 GOALS***

1. Complete Project B Phase 1 improvements construction at Palo Corona Regional Park (December 2022)
2. Continue improvements to Palo Corona Regional Park (June 2023)

**PARKS, OPEN SPACE & COASTAL PRESERVATION ASSESSMENT DISTRICT**  
**Expenditures**  
**FY2019-20 thru 2022-23**

	<b>Acct Code</b>	<b>2019-20 Actual</b>	<b>2020-21 Actual</b>	<b>2021-22 Budget</b>	<b>2021-22 Estimate</b>	<b>2022-23 Adopted</b>
<b>PROJECT</b>						
Professional Services	6949	194,402	295,980	200,000	250,000	0
Palo Corona Improvements	6966	178,559	111,355	2,390,259	1,000,000	2,000,000
Cachagua Community Center	6975	455,678	(12,047)	0	0	0
<b>PROGRAM TOTAL</b>		828,638	395,288	2,590,259	1,250,000	2,000,000

**PARKS, OPEN SPACE & COASTAL PRESERVATION ASSESSMENT DISTRICT**  
**Line Item Detail**  
**FY2022-23**

ACCT. #	ACCOUNT	APPLICATION	BASIS	ADOPTED
6966	<b>Palo Corona Improvements</b>	Project B, Phase 1 (Restrooms, Shade Structure, Bus Landing & Multipurpose pad)	A	\$2,000,000
<b>TOTAL</b>				<b>\$2,000,000</b>

**BASIS FOR ESTIMATES:**

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

**Assessment District Revenues, Expenditures and Fund Balance**

<b>Beginning Fund Balance</b>	<b>\$2,598,270</b>
<b><u>FY2021-22:</u></b>	<b>Estimated Revenues \$2,400</b>
	<b>Estimated Expenditures \$600,670<sup>1</sup></b>
	<b>Estimated Fund Balance 6/30/22 \$2,000,000</b>
<b><u>FY2022-23</u></b>	<b>Projected Revenues \$0</b>
	<b>Projected Expenditures \$2,000,000</b>
	<b>Projected Fund Balance 6/30/23 \$0</b>

<sup>1</sup>Based on YTD Activity as of 5/20/22



**Monterey Peninsula Regional Park District**  
**P.O. Box 223340, Carmel, CA 93922**  
**4860 Carmel Valley Road, Carmel, CA 93923**  
**(831) 372-3196**  
**Website: [www.mprpd.org](http://www.mprpd.org)**  
**Email: [info@mprpd.org](mailto:info@mprpd.org)**