

SAN BRUNO MOUNTAIN HABITAT CONSERVATION TRUST

Trustees

John Maltbie – County of San Mateo
Mike Callagy – County of San Mateo
Clay Holstine – City of Brisbane
Shawna Maltbie – City of Daly City
Mike Futrell – City of South San Francisco

Date: September 10, 2018
Time: 11: 00 a.m. to 12:00 p.m.
Place: County of San Mateo
County Manager's Conference Room, 400 County Center
Redwood City, CA 94063

Meeting Agenda

1. Oral Communications
2. Review and Approval of Minutes of August 14, 2017 Meeting
3. Report Backs
 - a. Dedication Status Updates
4. Review and Approval of the SBM HCP Budget
 - a. Review and approval of Annual Audit of SBM HCP Trust Fund for FY 2016-17*
 - b. Review and Approval of funds to implement the FY 2017-18 audit*
 - c. Review of FY 2017-19 Approved Budget*
5. Review and Update of planned expenditures for Habitat Conservation Activities within the San Bruno Mountain Habitat Conservation Plan area.*
 - a. Vegetation management of conserved habitat (\$150,000 annually)
 - b. Funds to support grazing research to support future pilot project (\$20,000 annually);
 - c. Monitoring Support (\$15,000 annually);
 - d. Emergency Fund (\$15,000 annually);
 - e. Other (\$5,140 FY 2018-19);
 - f. Terrabay Parcels 1,2, and 6 work (\$87,395 FY 2018-19)
 - g. McKesson Parcels (\$100,000)
6. Review and Approval of Grazing Technical Advisory Committee.

7. Review of 2017-18 Annual Report Highlights **

8. Upcoming Meetings*

- a. Grazing TAC – Fall Field Tour to Northeast Ridge
- b. Natural Resource Coordination – Nov. 7, 2018
- c. Mission Blue Symposium November 2018
- d. March 2019 Annual Field Tour
- e. Trustees – August 2019

* Oral report

** PowerPoint presentation

**San Bruno Mountain Habitat Conservation Plan (HCP) Trustees
Meeting Minutes
August 14, 2017**

The meeting convened at 1:15 p.m. in the Criminal Justice Training Room, 400 County Center, 1st Floor, Redwood City

TRUSTEES PRESENT: John Maltbie, Clay Holstine, Mike Futrell, and Pat Martel,

STAFF PRESENT: Ramona Arechiga, Sarah Birkeland, Eduardo Castillo, Lori Mrizek, Joe Arch (consultant)

1. Oral Communications

There were none.

2. Consideration of Minutes August 10, 2016 Meeting

Action: M/S Holstine/Martel to approve the July 28, 2014 meeting minutes.

Motion carried 5-0.

3. Report Backs

a. **Dedication Status Updates:** There are three areas that will be dedicated to the County of San Mateo for inclusion in the San Bruno Mountain State and County Park as conserved habitat: McKesson lands, Toll Brothers lands, and Daly City lands. The County closed on the McKesson property, and received funding in the amount of \$549,000 to support restoration on the dedicated lands. This area is adjacent to the Northeast Ridge which was developed by Toll Brothers. The Toll Brother's development on the Northeast Ridge has been completed. Mr. Maltbie asked if land is still available for development within the SBMHCP area. Ms. Arechiga stated while all large developments have been completed that there are still unplanned single-family parcels available for development.

b. **State Parks:** The County of San Mateo Parks Department (County Parks) is working with representatives from California State Parks (State Parks) to initiate a 10 year operating agreement for the area known as the Saddle. John Maltbie inquired if we recover our costs for operations and maintenance of the State Parks' lands under this agreement. Sarah Birkeland answered no, we do not recover our costs. Mr. Maltbie asked what would happen to the state parks if we cut off out funding. Ms. Birkeland replied that the Parks would likely have to shut down, and would then be subject to lawsuits. It may benefit the County to consider negotiating a tougher agreement in order to better recover costs.

c. **Utility Projects Under SBMHCP:** In August 2016 Trustee meeting, Parks staff presented information based on the U.S. Fish and Wildlife Service (USFWS) 2006 Biological Opinion that Pacific Gas & Electric's (PGE) and San Francisco Water Public Utilities Commission's (SFPUC) facilities and activities on the mountain were not covered by the SBMHCP. Ms. Birkeland clarified that in order for either entity to obtain take coverage authorized by the SBMHCP permit that a third-party agreement would need to be negotiated to extend take coverage to PGE and SFPUC.

4. Review and Approval of the SBM HCP Budget

a. Review and Approve Audit of SBM HCP Trust Fund for FY 2015-16

Ms. Arechiga and Mr. Castillo reported on the audits referenced.

Action: M/S Holstine/Martel to receive and approve the audits of the SBM HCP Trust Fund for FY 09-10, FY 10-11, FY 11-12, and FY 12-13.

Motion carried 5-0.

b. Review and Approval of funds to implement the FY 2016-17 audit.

Action: M/S M/S Holstine/ Martel to approve audit for 2016/17.

Motion carried 5-0

c. Review and Approval of FY 2017-19 Proposed Budget.

Mr. Castillo asked if there were any questions.

Action: M/S Futrell/Martel to approve FY 2017-19 Proposed Budget

Motion carried: 5-0

5. Review and Approval of planned expenditures for Habitat Conservation Activities within the San Bruno Mountain Habitat Conservation Plan area.*

Ms. Arechiga described the proposed planned expenditures for the next two years. FY17-18 and FY18-19 to include the following:

- a. Vegetation management of conserved habitat (\$150,000 annually)
- b. Funds to support grazing research to support future pilot project (\$20,000
- c. annually);
- d. Monitoring Support (\$15,000 annually);
- e. Emergency Fund (\$15,000 annually);
- f. Other (\$5,140 FY 2017-18);
- g. Terrabay Parcels 1,2, and 6 work (\$87,395 FY 2017-18)
- h. McKesson Parcels (\$100,000; \$80,000)

Action: M/S Holstine/Martel to receive and approve the proposed two year planned expenditures.

Motion carried 5-0

6. Review of 2016 Annual Report Highlights and Update on 2017 Activities**

Mission blue monitoring this spring. Higher level of effort of monitoring. Timed our monitoring visits with appropriate weather and wind factored in. Host plants...

Vegetation work done by contractors

Spring – Silver Lupine in abundance this year. Super bloom this spring with various native flowers including California goldfields.

(Welcome to Mike and Pat, who arrived late) We went through non-action items in the agenda prior to the arrival of Mr. Futrell and Ms. Martel. Once Mr. Futrell and Ms. Martel joined Mr. Maltbie initiated actions on those items.

7. Review of Upcoming Meetings

Mr. Maltbie asked if anyone had any questions or conflicts. None were raised.

Mr. Maltbie closed the meeting.



COUNTY OF SAN MATEO
Parks Department

DATE: September 10, 2018

TO: San Bruno Mountain Habitat Conservation Plan Trustees

FROM: Ramona Arechiga, Natural Resource Manager

SUBJECT: **Update on the Status of Pending Conserved Habitat Dedications**

In accordance with the conditions of approval for the Toll Brothers development in the City of Brisbane and Foxhall Investment Ltd. lands within the City of Daly City, four parcels were to be dedicated to the San Bruno Mountain Habitat Conservation Plan (SBMHCP) area as conserved habitat. To date, the developments associated with these parcels have been completed, yet title to the properties have not been transferred to a SBMHCP signatory as conserved habitat.

Lands associated with Toll Brothers, Administrative Parcel 1-07, have undergone the final year of required restoration treatments. Natural resource management staff will evaluate the final treatments and current condition of the land to ensure it meets both the standards set forth in the SBMHCP for reclaimed conserved habitat, specifically for graded areas, and a "condition of minimal maintenance" for all natural areas. These standards ensure that the land meets minimum standards of restoration in order to minimize the cost to the SBMHCP Trust for ongoing maintenance. The anticipated dedication will be a total of 79.96 acres, known as Parcels B and C. While efforts have been made to discuss the transfer of title for Parcels B and C with Toll Brothers no action has been taken by the developer to dedicate the lands.

Additionally, in July of 2018, three parcels were offered at auction by the San Mateo County Tax Collector's Office due to the recorded owner's failure to pay property tax. All three parcels are owned by Foxhall Investment Ltd. One parcel (APN: 090-090-330) appears to be related to Administrative Parcel 1-01, Rio Verde Estates, conserved habitat and likely should have been previously dedicated as conserved habitat.

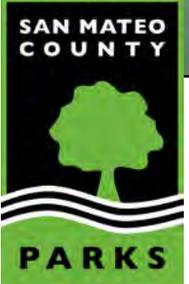
Two additional Foxhall parcels (APN: 005-260-460 and 005-050-320) were pending in 2007 but were never dedicated. These parcels are associated with Administrative Parcel 1-03, Rio Verde Heights's required conserved habitat dedications. This development area has become known as the Bay Ridge neighborhood in Daly City. These two parcels were deemed pending dedication in 2007 when the SBMHCP Habitat Management Plan was completed.

The three Foxhall parcels total approximately 14.19 acres and are not currently owned by the County of San Mateo or another SBMHCP signatory. Additional discussions on

next steps to bring these parcels into compliance the SBMHCP as conserved habitat will need to be initiated after additional research is completed.

Attached you will find a map outlining the two areas discussed above.

ATTM: Map of Pending Dedications



San Bruno Mountain HCP: Toll Brothers and Foxhall Parcels

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community



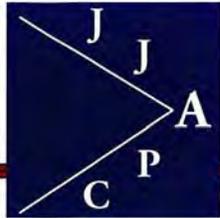
Legend

- Fox Hall Parcels
- Parks Owned Parcels
- Toll Brothers Parcels

SAN BRUNO MOUNTAIN HABITAT CONSERVATION PLAN TRUST FUND

**COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE AND
COMMUNICATION OF INTERNAL CONTROL RELATED MATTERS**

JUNE 30, 2017



JJACPA, Inc.

A Professional Accounting Services Corp.

June 29, 2018

To the Trustees of the
San Bruno Mountain Habitat Conservation Plan Trust Fund

We have audited the basic financial statements of San Bruno Mountain Habitat Conservation Plan Trust Fund (Trust Fund) as of and for the year ended June 30, 2017 and have issued our report thereon dated June 29, 2018. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility under Generally Accepted Auditing Standards and *Government Auditing Standards*

As communicated in our engagement letter dated April 24, 2018, our responsibility, as described by professional standards, is to plan and perform our audit to form and express an opinion(s) about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the Trust Fund solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our findings regarding significant control deficiencies over financial reporting and material noncompliance, and other matters noted during our audit in the Schedule of Findings and Responses included in this letter.

Other Information in Documents Containing Audited Financial Statements

Pursuant to professional standards, our responsibility as auditors for other information in documents containing the Trust Fund's audited financial statements does not extend beyond the financial information identified in the audit report, and we are not required to perform any procedures to corroborate such other information.

Our responsibility also includes communicating to you any information which we believe is a material misstatement of fact. Nothing came to our attention that caused us to believe that such information, or its manner of presentation, is materially inconsistent with the information, or manner of its presentation, appearing in the financial statements.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the Trust Fund is included in Note 1 to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during the year ended June 30, 2017. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the Trust Fund's financial statements relate to contingencies and subsequent events.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Management has corrected all identified misstatements.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. The following material misstatements that we identified as a result of our audit procedures were brought to the attention of, and corrected by, management:

A correcting entry for \$87,395 was made to record a Due to County balance. On our recommendation, management made a correcting entry to correct the understatement.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the Trust Fund's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Representations Requested from Management

We have requested certain written representations from management, which are included in the attached letter dated June 29, 2018.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Findings or Issues

In the normal course of our professional association with the Trust Fund, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the Trust Fund's auditors.

Communication of Internal Control Related Matters

In planning and performing our audit of the financial statements of the Trust Fund as of and for the year ended June 30, 2017, in accordance with auditing standards generally accepted in the United States of America, we considered the Trust Fund's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we do not express an opinion on the effectiveness of the Trust Fund's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

This report is intended solely for the information and use of the Trustees and management of the Trust Fund and is not intended to be and should not be used by anyone other than these specified parties.

June 29, 2018

JJACPA, Inc.

JJACPA, Inc.

Dublin, CA

**SAN BRUNO MOUNTAIN HABITAT
CONSERVATION PLAN TRUST FUND**

BASIC FINANCIAL STATEMENTS

JUNE 2017

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San Bruno Mountain Habitat Conservation Plan Trust Fund
Basic Financial Statements
For the year ended June 30, 2017

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San Bruno Mountain Habitat Conservation Plan Trust Fund
Basic Financial Statements
For the year ended June 30, 2017

Elected Officials

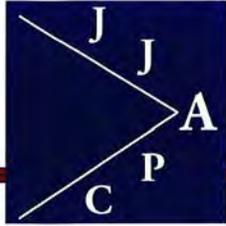
TRUSTEES

Mike Futrell

Clay Holstine

Patricia Martel

John Maltbie



JJACPA, Inc.

A Professional Accounting Services Corp.

INDEPENDENT AUDITORS' REPORT

To the Trustees
San Bruno Mountain Habitat Conservation Plan Trust Fund

Report on the Financial Statements

We have audited the accompanying basic financial statements of the San Bruno Mountain Habitat Conservation Plan Trust Fund (Trust Fund) as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the Trust Fund's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position and the budgetary comparison information of the Trust Fund, as of June 30, 2017, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Management has omitted Management's Discussion and Analysis (MD&A) that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, though not a part of the basic financial statements, is required by the Governmental Accounting Standard Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated June 29, 2018 on our consideration of the Trust Fund's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Trust Fund's internal control over financial reporting and compliance.

June 29, 2018

JJACPA, Inc.
JJACPA, Inc.
Dublin, CA

BASIC FINANCIAL STATEMENTS

San Bruno Mountain Habitat Conservation Plan Trust Fund

Statement of Net Position

June 30, 2017

	<u>2017</u>
ASSETS	
Current assets:	
Cash and investments	\$ 311,357
Accounts receivable:	
Accounts	47,690
Interest	708
Total current assets	<u>359,755</u>
Total assets	<u><u>\$ 359,755</u></u>
LIABILITIES	
Current liabilities:	
Accounts payable and accrued liabilities	\$ 13,744
Due to the County of San Mateo	87,395
Total current liabilities	<u>101,139</u>
Total liabilities	<u>101,139</u>
NET POSITION	
Unrestricted	<u>258,616</u>
Total net position	<u>258,616</u>
Total liabilities and net position	<u><u>\$ 359,755</u></u>

The accompanying notes are an integral part of these basic financial statements.

San Bruno Mountain Habitat Conservation Plan Trust Fund

Statement of Activities

For the year ended June 30, 2017

	<u>2017</u>
OPERATING REVENUES:	
Other charges	\$ 231,325
Total operating revenues	<u>231,325</u>
OPERATING EXPENSES	
Professional fees	136,137
Total operating expenses	<u>136,137</u>
Operating loss	<u>95,188</u>
NONOPERATING REVENUES (EXPENSES):	
Interest revenue	2,422
Total nonoperating revenues (expenses)	<u>2,422</u>
Change in net position	97,610
NET POSITION (DEFICIT):	
Beginning of year	161,006
End of year	<u>\$ 258,616</u>

The accompanying notes are an integral part of these basic financial statements.

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FUND FINANCIAL STATEMENTS

San Bruno Mountain Habitat Conservation Plan Trust Fund

Balance Sheet

June 30, 2017

	<u>2017</u>
ASSETS	
Current assets:	
Cash and investments	\$ 311,357
Accounts receivable:	
Accounts	47,690
Interest	708
Total current assets	<u>359,755</u>
Total assets	<u><u>\$ 359,755</u></u>
LIABILITIES AND FUND BALANCES	
Current liabilities:	
Accounts payable and accrued liabilities	\$ 13,744
Due to the County of San Mateo	87,395
Total current liabilities	<u>101,139</u>
FUND BALANCE	
Unassigned	258,616
Total fund balance	<u>258,616</u>
Total liabilities and fund balance	<u><u>\$ 359,755</u></u>
 Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position	
Total fund balances - total governmental funds	\$ 258,616
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Deferred inflows are reported in governmental funds on the modified accrual basis and are recognized as revenue on the accrual basis in the government-wide statements.	<u>-</u>
Net position of governmental activities	<u><u>\$ 258,616</u></u>

The accompanying notes are an integral part of these basic financial statements.

San Bruno Mountain Habitat Conservation Plan Trust Fund
Statement of Revenues, Expenditures, and Changes in Fund Balance
For the year ended June 30, 2017

	<u>2017</u>
REVENUES:	
Other charges	\$ 231,325
Interest revenue	2,422
Gifts and donations	-
Other Revenue	-
Total revenues	<u>233,747</u>
EXPENDITURES	
Professional fees	<u>136,137</u>
Total expenditures	<u>136,137</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>97,610</u>
Net Change in fund balance	97,610
FUND BALANCE (DEFICIT):	
Beginning of year	<u>161,006</u>
End of year	<u>\$ 258,616</u>
 Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities	
Net change in fund balances - total governmental funds	\$ 97,610
Amounts reported for governmental activities in the Statement of Activities are different because:	
Some receivables are deferred in the governmental funds because the amounts do not represent current financial resources that are recognized under the accrual basis in the Statement of Activities.	
Change in net position of governmental activities	<u>\$ 97,610</u>

The accompanying notes are an integral part of these basic financial statements.

San Bruno Mountain Habitat Conservation Plan Trust Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

Budget and Actual

For the year ended June 30, 2017

	Original Budget	Final Budget	2017 Actual	Variance Positive (Negative)
REVENUES:				
Other charges	\$ 214,949	\$ 214,949	\$ 231,325	\$ 16,376
Interest revenue	20,228	20,228	2,422	(20,228)
Total Revenues	<u>235,177</u>	<u>235,177</u>	<u>233,747</u>	<u>229,895</u>
EXPENDITURES:				
Professional fees	<u>342,408</u>	<u>342,408</u>	<u>136,137</u>	<u>206,271</u>
Total Expenditures	<u>342,408</u>	<u>342,408</u>	<u>136,137</u>	<u>206,271</u>
REVENUES OVER (UNDER) EXPENDITURES	(107,231)	(107,231)	97,610	(204,841)
REVENUES OVER (UNDER) EXPENDITURES AND OTHER FINANCING (USES)	<u>\$ (107,231)</u>	<u>\$ (107,231)</u>	97,610	<u>\$ (204,841)</u>
FUND BALANCES (DEFICIT):				
Beginning of year			161,006	
End of year			<u>\$ 258,616</u>	

The accompanying notes are an integral part of these basic financial statements.

San Bruno Mountain Habitat Conservation Plan Trust Fund
Basic Financial Statements
For the year ended June 30, 2017

Notes to Basic Financial Statements

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

The San Bruno Mountain Habitat Conservation Trust Fund (Trust Fund) was created to carry out the purpose and provisions of the San Bruno Mountain Habitat Conservation Plan (the HCP), which attempts to resolve the endangered species and development conflict. The HCP allows limited development of endangered species habitat in exchange for implementation of a long-term program, funded by development, to protect and enhance the remaining portions of the San Bruno Mountain as habitat for the Mission Blue Butterfly and Callippe Silverspot Butterfly.

The HCP was adopted in 1983 and covers the entire area of San Bruno Mountain. The permit necessary to administer the HCP was issued by the U.S. Fish and Wildlife Service in 1983 and is in effect for thirty years. In 1983 the Trust Fund was also established by an agreement among the U.S. Fish and Wildlife Service (USFWS), the California Department of Fish and Game, the California Department of Parks and Recreation, the County of San Mateo, the City of South San Francisco, the City of Brisbane, the City of Daly City and certain land developers. The members of the Board of Trustees are the County Manager of the County of San Mateo and the City Managers of the cities of Brisbane, Daly City and South San Francisco.

Currently, the County of San Mateo (County), as Plan Operator, is working with the USFWS to extend the Section 1 O(a) ("Incidental Take") Permit for the existing HCP including all five approved amendments for another 30 years. An application to extend the existing permit for currently approved activities is being considered by USFWS.

The Trust Fund is an entity separate from each participating entity and the Board of Trustees controls the operations of the Trust Fund. Funding is provided by developers during construction and permanent and ongoing funding is provided by the new homeowners through the term of the Plan. The Trust Fund is administered by the San Mateo County Parks Department.

The Trust Fund's financial transactions are accounted for in a Special Revenue Fund, as monies received by it are legally restricted to specific use. Trust Fund monies can only be expended for purposes authorized by the HCP agreement. Revenues received and expenditures incurred pertaining to the HCP amendment are accounted for in a separate fund maintained by the County.

San Bruno Mountain Habitat Conservation Plan Trust Fund
Basic Financial Statements
For the year ended June 30, 2017

Notes to Basic Financial Statements

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

Government-Wide and Fund Financial Statements

Government-wide financial statements (i.e. the statement of net position and the statement of activities) and fund financial statements are presented for the Special Revenue Fund, a governmental fund, which accounts for all transactions of the Trust Fund. Under the current financial reporting model, governments are required to present government-wide and fund financial statements along with reconciliations between the two. See 'Measurement Focus, Basis of Accounting and Financial Statement Presentation' below.

The statement of activities presents a comparison between direct expenses and program revenues of the Trust Fund. *Direct expenses* are those that are specifically associated with the Trust Fund. *Program revenues* refer to grants, contributions and other revenues that meet the operational or capital requirements of the program. Any revenues not classified as program revenues represent *general revenues*.

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when the liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Trust Fund considers revenues to be available if they are collected within 90 days of the end of the current fiscal period. Expenditures are generally recorded when a liability is incurred, as under accrual accounting.

Fee assessments and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the Trust Fund.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in the government-wide financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board.

When both restricted and unrestricted resources are available for use, it is the Trust Fund's policy to use restricted resources first, then unrestricted resources as they are needed.

Cash and Cash Equivalents: Cash is pooled with other funds of the County to earn a higher rate of return than could be earned by investing the funds individually. The Trust Fund considers its equity in the County's investment pool to be cash equivalents.

San Bruno Mountain Habitat Conservation Plan Trust Fund
Basic Financial Statements
For the year ended June 30, 2017

Notes to Basic Financial Statements

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

Receivables: All receivables are reported at their gross value and, where appropriate, are reduced by the estimated portion that is expected to be uncollectible.

Revenues: Amounts reported as *program revenues* include 1) fees assessed to homeowners and developers for services provided, 2) operating contributions, and 3) capital grants and contributions, if applicable.

Use of Estimates

The preparation of basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results based on subsequent events could differ from those estimates.

Budgetary Information

The Board of Trustees approves and adopts an annual operating budget, which can be amended by the Board throughout the year. The basis used to prepare the budget is the same as used to reflect actual revenues and expenditures. No supplemental appropriations were adopted for the year.

2. CASH AND CASH EQUIVALENTS

Cash and Cash Equivalents

Cash is pooled with other funds in the San Mateo County Investment Pool (County Pool), which is a governmental investment pool managed and directed by the elected San Mateo County Treasurer. The County Pool is not registered with the Securities and Exchange Commission. An oversight committee comprised of local government officials and various participants provide oversight to the management of the fund. The Trust Fund is a voluntary participant in the County Pool.

Cash and cash equivalents in the County Pool are reported at fair value, as required by GASB 31. The change in fair value for the year is recorded as unrealized gain or loss and reported as part of investment earnings. Fair value is based on information provided by the County Treasurer.

Authorized Investments of the County Pool

The County Pool's Investment Policy and the California Government Code allow the County Pool to invest in the following, provided the credit ratings of the issuers are acceptable to the County Pool. The following also identifies certain requirements of the County Pool and California Government Code that address interest rate risk, credit risk, and concentrations of credit risk:

San Bruno Mountain Habitat Conservation Plan Trust Fund
Basic Financial Statements
For the year ended June 30, 2017

Notes to Basic Financial Statements

2. CASH AND CASH EQUIVALENTS, Continued

Authorized Investment Type	Maximum Maturity	Minimum Credit Quality	Maximum % Allowed in Portfolio	Maximum % Investment in One Issuer
U.S. Treasury Obligations	15 years	-	100	100
Obligations of U.S. Agencies or government sponsored enterprises	15 years	-	100	100
Bankers' Acceptances	180 days	A1/P1	15	10
Collateralized time deposits within the state of California	1 year	-	30	10
Negotiable certificates of deposit	5 years	-	30	10
Commercial paper/Floating rate notes	270 days or less	A1/P1	40	10
Repurchase agreements	1 year	-	100	50
Reverse repurchase agreements	92 days	-	20	20
Corporate bonds and medium term notes	5 years	A	30	10
			Up to the current state	
Local Agency Investment Fund (LAIF)	-	-	limit	-
Shares of beneficial interest	-	-	10	5
Mortgage backed securities	5 years	A	20	5

At June 30, 2017, the County Pool was invested in the following securities:

Investment Type	Interest Rate	Maturities	Weighted Average Maturity Years	Rating
U.S. government securities	0.125% - 1.625%	7/31/14 - 6/30/19	3.87	AA+
U.S. government securities - floating rate	0.080%	1/31/16	1.59	AA+
U.S. government agency securities	0.0456% - 2.500%	7/7/14 - 2/13/20	1.35	AA+
U.S. government agency securities - floating rate	0.151% - 0.206%	12/5/14 - 2/27/17	1.43	AA+
Corporate bonds	0.450% - 3.200%	7/14/14 - 6/15/19	2.59	AAA, AA+, AA, AA-, A+, A
Corporate covered bonds	0.625%	12/4/15	1.43	AA-
Corporate bonds - floating rate	0.207% - 0.925%	8/15/14 - 5/18/18	1.97	AAA, AA+, AA, AA-, A+, A
Local Agency Investment Fund	0.228%	7/1/14	0.00	Not rated
Commercial paper	0.020% - 0.330%	7/1/14 - 9/30/14	0.11	A1+, A1
Repurchase agreements	0.040%	7/1/14	0.00	AA+

San Bruno Mountain Habitat Conservation Plan Trust Fund
Basic Financial Statements
For the year ended June 30, 2017

Notes to Basic Financial Statements

2. CASH AND CASH EQUIVALENTS, Continued

County Pool: Credit Risk

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligation. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. State law and the San Mateo County's Investment Policy limit the County Pool investments in commercial paper to the rating of "A1" or better by Standards & Poor or "P1" or better by Moody's Investors Service. State law and the San Mateo County's Investment Policy also limit County Pool investments in corporate bonds to the rating of "A" or higher by both Standards & Poor's and Moody's Investors Service. No limits are placed on the U.S. government agency securities and U.S. Treasuries.

Concentration of Credit Risk

Concentration of credit risk is the risk of loss attributed to the magnitude of the County's investment in a single issuer of securities. State law and the County Investment Policy restrict the County's investments in U.S. Treasury Obligations to 100% of its portfolio (100% per issuer); Obligations of U.S. Agencies or government sponsored enterprises to 100% (40% per issuer); banker's acceptance to 15% (5% per issuer); collateralized time deposits within the State to 15 % (5% per issuer), negotiable certificates of deposit, corporate bonds and medium-term notes to 30% (5% per issuer); commercial paper to 40% (5% per issuer); repurchase agreements secured by U.S. Treasury or agency obligation to 100% (100% per issuer for U.S. Treasuries and 40% per issuer for agency obligations); shares of beneficial interest issued by diversified management companies as defined in Government Code section 53601 to 10% (5% per issuer); and mortgage backed securities to 20% (5% per issuer). As of June 30, 2017, the investment pool has more than 5% of its total investments with the following issuers as of June 30, 2017: 18% in Federal Home Loan Bank, 17% in Federal Home Loan Mortgage Corporation, and 12% in Federal National Mortgage Association.

County Pool: Foreign Currency Risk

Foreign currency risk is the risk that changes in the exchange rates will adversely affect the fair value of an investment or deposit. The County investment policy does not include specific provisions to address foreign currency risk as it does not hold foreign securities.

County Pool: Interest Rate Risk

Interest rate risk is the risk that changes in market interest rate will adversely affect the fair value of an investment. The County manages its exposure to declines in fair value by limiting the weighted average maturity of its investment portfolio to five years or less in accordance with its investment policy. As of June 30, 2017, the County Pool had a weighted average maturity of 1.01 years and its floating rate securities was \$330 million which are tied to the three-month London Interbank Offered Rate (LIBOR) index.

San Bruno Mountain Habitat Conservation Plan Trust Fund
Basic Financial Statements
For the year ended June 30, 2017

Notes to Basic Financial Statements

3. RECEIVABLES

Accounts Receivable

Accounts receivable represent amounts due from developers and homeowners for fees assessed during the year. For June 30, 2017, accounts receivable is as follows:

	<u>2017</u>
Accounts Receivable	<u>\$ 47,690</u>
Total Accounts Receivable	<u><u>\$ 47,690</u></u>

Interest Receivable

The interest receivable balance represents fourth quarter investment earnings due from the County Treasurer for each fiscal year ended.

In addition, the Trust Fund receives interest payments from an endowment held for the benefit of San Bruno Mountain. These payments will be received until the endowment is used for the purpose intended.

4. DUE TO/FROM THE COUNTY OF SAN MATEO

Due to/from the County of San Mateo represents amounts related amounts held for parcel maintenance services. Amounts recorded in the Trust Fund are as follows:

	<u>2017</u>
Due to the County of San Mateo	
Contribution for Parcel Maintenance	<u>\$ 87,395</u>
Total Due To Other Funds	<u><u>\$ 87,395</u></u>

5. ACCOUNTS PAYABLE

Accounts payable comprises of amounts due for contracted services at fiscal year-end as follows:

	<u>2017</u>
Habitat Management	\$ 12,244
Contract services	<u>1,500</u>
Accounts Payable	<u><u>\$ 13,744</u></u>

San Bruno Mountain Habitat Conservation Plan Trust Fund
Basic Financial Statements
For the year ended June 30, 2017

Notes to Basic Financial Statements

6. REVENUES

The Trust Fund's major sources of revenue are collections from homeowners, homeowner associations and developers for fees assessed per the HCP agreement. Contributions are deposited monthly, quarterly or annually, based on the agreements signed at the time construction began.

Other sources of revenue include the following: a) interest income received quarterly from the County Treasurer b) funds from developers, which represent reimbursements for costs associated with the HCP and incurred by the Trust Fund and c) additional contributions from individuals developing adjacent to HCP boundaries.

7. FUND BALANCES

As prescribed by GASB Statement No. 54, governmental funds report fund balance in classifications based primarily on the extent to which the Trust Fund is bound to honor constraints on the specific purpose for which amount in the fund can be spent. As of June 30, 2017, fund balance for the governmental fund consists of the following classification:

Unassigned Fund Balance - is technically available for any purpose.

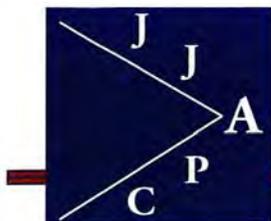
At fiscal year-end, fund balance reported on the *balance sheet* includes:

	2017
Unassigned	<u>\$ 258,616</u>
Total Fund Balance	<u><u>\$ 258,616</u></u>

8. RISK MANAGEMENT

As per the Agreement, the County added the Trust Fund to its excess liability insurance coverage. The existing insurance coverage is current as of the issuance of this report. County Counsel provides legal representation for any claims or litigation of the Trust Fund at no charge.

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JJACPA, Inc.

A Professional Accounting Services Corp.

**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE
AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Independent Auditor's Report

To the Trustees of the
San Bruno Mountain Habitat Conservation Plan Trust Fund

We have audited the basic financial statements of San Bruno Mountain Habitat Conservation Plan Trust Fund (Trust Fund) as of and for the year ended June 30, 2017 and have issued our report thereon dated June 30, 2017. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Trust Fund's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Trust Fund's internal control. Accordingly, we do not express an opinion on the effectiveness of the Trust Fund's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. We consider the deficiency described in a separate report for the schedule of findings as Finding 2014-01 to be a material weakness. There were no additional findings for fiscal year 2014.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Trust Fund's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

June 29, 2018

JJACPA, Inc.
JJACPA, Inc.
Dublin, CA

**San Bruno Mountain
Habitat Conservation Plan**

	<u>Comments</u>	<u>Budget</u>	<u>Actuals</u>	<u>Budget</u>	<u>Comments</u>	<u>Estimated Budget</u>
	2016-17	2016-17	2016-17	2017-18	2017-18	2018-2019
Interest						
HCP Fund Interest		\$ 1,156	\$ 2,422	\$ 8,240		\$ 8,312
Endowment Fund Interest		\$19,072		\$ 38,562		\$ 41,646
Total Interest Revenue		20,228	\$ 2,422	\$ 46,802		\$ 49,958
Revenue From HCP Fees		\$ 214,949	\$ 215,462	\$ 220,864	Taking into account ECI (Employment Cost Index)	\$ 227,490
McKesson Property Restoration				\$ 549,000	McKesson Corp. Property Conveyance	
				\$ 420	Reimbursement for Real Property Charges from McKesson Dedication	
McKesson Property Revenue				\$ 549,420		
Total Revenue		\$ 235,177	\$ 217,884	\$ 817,086		\$ 277,448
Fund Balance		\$ 283,730	\$ 283,730	\$ 346,011		\$ 807,284
TOTAL AVAILABLE FUNDS		\$ 518,907	\$ 501,614	\$ 1,163,097		\$ 1,084,732
EXPENDITURES						
PG&E Veg. Mngmt		\$ 21,708		\$ 19,278		
HCP MNG Contracts (CRE/MIG Biological Monitoring)		\$ 10,000	\$ 11,114	\$ 15,000		\$ 15,000
HCP Management Contracts (HCP Admin, Research and Development)		\$ 5,000				
HCP Management Contracts		\$ 120,000	\$ 57,750	\$ 150,000		\$ 150,000
Grazing Management		\$ 40,000		\$ 20,000		\$ 20,000
Emergency Response Funds		\$ 25,000	\$ 9,968	\$ 15,000		\$ 15,000
Other Contracts		\$ 6,700	\$ 1,560	\$ 5,140		
Total HCP Contracts		\$ 228,408	\$ 80,392	\$ 224,418		\$ 200,000
McKesson Property Restoration				\$ 100,000	Expenditures being tracked by Job Org HCPMR	\$ 80,000
McKesson Real Property Charges			\$ 420			
McKesson Property Expenditures			\$ 420	\$ 100,000		\$ 80,000
Funds for Management of parcels 1,2 & 6	Not moving funds out of HCP (Balance \$118,185.50)	\$ 70,000	\$ 30,790	\$ 87,395	Tracking expenditures by Job Ledger (HCPPM). Balance Remaining as of 7/1/17 of \$87,395.31	\$ -
County Support						
County Staff HCP Administration		\$ 20,000	\$ 20,000	\$ 20,000		\$ 20,000
County Staff Contract Management		\$ 15,000	\$ 15,000	\$ 15,000		\$ 15,000
County Staff (Administrative Support)		\$ 7,500	\$ 7,500	\$ 7,500		\$ 7,500
Total County Support		\$ 42,500	\$ 42,500	\$ 42,500		\$ 42,500
Other Charges						
Auditing Contract	Audit of FY15/16	\$ 1,500	\$ 1,500	\$ 1,500	Audit of FY16/17	\$ 1,500
Other Services and Supplies						
Total Other Charges		\$ 1,500	\$ 1,500	\$ 1,500		\$ 1,500
Total Expenditures		\$ 342,408	\$ 155,602	\$ 355,813		\$ 324,000
Year-End Fund Balance for HCP Funds			\$ 258,616	\$ 358,284		\$ 391,732
Year-End Fun Balance for Management of Parcels 1,2 & 3			\$ 87,395			\$ -
Year-End Fund Balance for McKesson Property Improvements (Starting FY17/18)				\$ 449,000		\$ 369,000
Total Year-End Fund Balance			\$ 346,011	\$ 807,284		\$ 760,732



COUNTY OF SAN MATEO
Parks Department

DATE: September 10, 2018

TO: San Bruno Mountain Habitat Conservation Plan Trustees

FROM: Ramona Arechiga, Natural Resource Manager

SUBJECT: **Development of Grazing Technical Advisory Committee**

Background

The San Bruno Mountain Habitat Conservation Plan (SBMHCP) defines Technical Advisory Committee as “a body established to evaluate the scientific and cost effectiveness of the Plan, as executed by the Plan Operator, and recommended revisions. The composition of the TAC is set forth in Chapter V of the HCP.” The TAC composition set forth in Chapter V appoints members from City of Brisbane, Daly City, City of South San Francisco, USFWS, CDFW, the County of San Mateo, Visitation Associates and Committee to Save San Bruno Mountain (now San Bruno Mountain Watch), and a jointly appointed biologist. This structure functioned for the first five-years of the HCP and was reformed in 2006 with a new structure comprising of a variety of technical and non-technical individuals, however the representatives from the cities were notably absent. Due to this the TAC was transitioned in 2016 to a natural resource coordination group where the current TAC members and other volunteer groups would have a place at the table to share information and be kept apprised of SBMHCP activities. Since the Trustees represent the interests of the signatories to the SBMHCP we request authorization to move forward with a Grazing Technical Advisory Committee, comprised of technical staff and experts, scientists, and agencies engaged in habitat management within the SBMHCP to facilitate improved conserved habitat management through a conservation grazing program.

Purpose

The San Bruno Mountain Grazing Program Technical Advisory Committee (TAC) in coordination with the San Bruno Mountain Habitat Supervisor will be tasked with assisting in developing a conservation grazing program within the San Bruno Mountain Habitat Conservation Plan area. In addition the TAC will be charged with evaluation of the implementation to ensure the conservation grazing program is meeting the goals and objectives developed and furthering the mission of maintaining mission blue, callippe silverspot, and bay checkerspot butterflies on the mountain in perpetuity.

The TAC will be comprised of individuals who bring unique knowledge and skills to the task which augment the knowledge and skills of the San Mateo County Parks Department’s natural resource management staff. The TAC will effectively advise on the steps necessary to develop and implement a grazing program that will benefit the listed species of concern. They will be charged with making recommendations on grazing program framework, developing grazing metrics, program performance measures, and evaluate the cost effectiveness of the program.

Program progress will be reported back to the Trustees annually. In addition, Parks Department staff will continue to report back to the natural resource coordination group at quarterly meetings and develop an appropriate public outreach program once a conservation grazing program is identified and agreed upon. The TAC will likely be working to develop a conservation grazing program and collecting relevant baseline data for 2-3 years before grazing is likely implemented as a pilot project.

The TAC will be comprised of individuals with knowledge and skills relevant to grazing management and the listed butterflies. The duties of the TAC are to:

- Provide technical expertise on a conservation grazing program compatible with the SBMHCP.
- Review/monitor/assess and report on specific aspects of the program.
- Deliver program planning and design assistance to the Parks Department.
- Conduct research and recommend approaches to program activities.
- Evaluate program performance.
- Provide an independent and unbiased sounding board.
- Develop materials that articulate program goals, means, and services.
- Determine feasibility and costs for introducing grazing in different areas of conserved habitat within San Bruno Mountain State and County Park.
- Recommend courses of action and establish timelines for their implementation.
- Deliver supporting documentation and/or scopes of work for recommended actions.
- Advise on additional research that may be necessary to support the grazing program.

Proposed TAC Members (to be updated as necessary):

- Ramona Arechiga, Natural Resource Manager, San Mateo County Parks Department
- Hannah Ormshaw, Natural Resource Specialist, San Mateo County Parks Department
- Larry Ford, Certified Rangeland Manager, LD Ford Rangeland Conservation Science
- Joseph Terry, Senior Biologist, U.S. Fish and Wildlife Service
- Ryan Hill, Associate Professor of Biological Sciences, University of the Pacific
- Stu Weiss, Chief Scientist, Creekside Science
- Sheila Barry, Livestock and Natural Resources Advisor, University of California Cooperative Extension
- PGE Senior Biologist (Robert Vogt, Andrea Henke)
- Vegetation Ecologist or Professional Botanist

Action

Consider authorizing the formation of a Grazing Technical Advisory Committee.