

**DATE:** March 23, 2015  
**TO:** RMC Governing Board  
**FROM:** Mark Stanley, Executive Officer  
**SUBJECT:** Item 8B: Executive Officer's Report - Capital Outlay & Support Budget

**BACKGROUND:** This report includes information on both the RMC capital outlay and support budgets and expenditures.

### **Capital Outlay**

The Capital Outlay report contains information on the total capital outlay funds appropriated, encumbered and remaining from Propositions 40, 50, 84 and 13. For a detailed report on each approved grant and associated fund level, please refer to Item 9 on the agenda, Cumulative Grant Project Status Summary.

This report reflects balances as of February 28, 2015.

(A)	(B)	(C)	(D)	(E)	(F)
Bond	Allocation	Encumbered	Approved Pending Encumbrance	Projects Pending Board Approval	Balance
Prop 40	\$36,600,000	\$35,835,730	\$0	\$0	\$764,270
Prop 50	\$18,400,000	\$17,058,804	\$0	\$0	\$1,341,196
Prop 84	\$46,665,000	\$41,334,261	\$1,710,500	\$0	\$3,620,239
Prop 13	\$460,000	\$460,000	\$0	\$0	\$0
Totals	\$102,125,000	\$94,688,795	\$1,710,500	\$0	\$5,725,705

### **Highlights:**

The Open End Programmatic fund structure approved by the governing board in March 2012 provides the opportunity to evaluate projects considered for future funding individually. Future funding projects will have some association with the RMC list of programs and projects receiving merit but unfunded. Each project will get evaluated on an individual bases until such time as another round of bond funds are approved and received.

### **Projects Pending Encumbrance:**

**RMC13002- Gateway Cities and Urban Planning Project** - The Gateway Cities and Rivers Urban Greening Master Planning Project will develop a greenway and green infrastructure plan for the "missing middle" section of the Los Angeles River and surrounding Gateway cities region. The plan will provide the necessary momentum to pursue further investment for improvement along this lower section of the LA River, as well as, the Lower San Gabriel River on the scale that is currently planned for the LA River Revitalization project in downtown. (\$250,000)

**RMC14002-Los Cerritos Wetlands Trails-**The Los Cerritos Wetlands Trails Improvement Project proposes: (1) to develop a new trail network in and around Los Cerritos Wetlands including Zedler Marsh, LCWA Phase 2 and State Lands Parcel properties, (2) install interpretive signage and associated landscaping with California native plants; and (3) remove trash, debris, non-native plant control, improve fencing and gates, install temporary irrigation and improve the native plant nursery through a development of an outdoor laboratory and classroom with enhancement of site safety and security. (\$98,000).

**RMC14003-Willowbrook Walking Path Compton Creek Project-** In October 2013, the Los Angeles Conservation Corps submitted a grant proposal to the Strategic Growth Council for the Willowbrook Walking Path Compton Creek project located in the unincorporated area of Los Angeles County, bordering the City of Compton. The funding request was for a total of \$798,815 and included the extension of the Willowbrook Walking Path, creating a ½ mile linear park along the Compton Creek. This project is an extension of an existing walking path around Carver Park funded by RMC.

For the Willowbrook Walking Path grant application, the Rivers and Mountains Conservancy was listed as one of the three partners that would each provide a matching grant in the amount of (\$300,000) including the office of the 2<sup>nd</sup> Supervisorial District and the State of California Coastal Conservancy. The total project amount is \$1,698,815 and the grantee has been notified that their grant was approved in the amount of \$798,815. (\$300,000)

**RMC14004-Rio Hondo Trail Acquisition Project-** This project consists of acquiring of up to 11 acres fee simple land and/or up to 22 acres of conservation easement for open space, wildlife habitat conservation, and allow for future trailhead development adjacent to the Rio Hondo tributary of the Los Angeles River. The subject property is immediately adjacent to an active restoration effort and along with this acquisition will further conserve habitat capable of supporting a significant California gnatcatcher population of this federally threatened species. (\$1,000,000)

**RMC15102- Roberts Canyon Acquisition -** The WCA proposes to complete pre-acquisition activities, including due diligence review, and the potential subsequent conveyance of approximately 110 acres of foothill open space, referred to herein as the Roberts Canyon Foothill Area. This area is located within the vicinity of where Roberts Canyon meets the San Gabriel Canyon, within the northern portion of the City of Azusa, and is comprised of portions of Assessor Parcel No. 8684-006-005, 8684-008-013, 8684-025-029, 8684-052-002, 8684-052-009. The subject open space properties are contiguous to the WCA's River Wilderness Park and include high value natural resources. A vicinity map is included as Exhibit A, and shows the adjacency of the River Wilderness Park. (\$52,500.00)

**RMC15104- Upper Santa Clara River IRWMP Group Fund -** RMC Resolution 2008-36 and 2011-12 adopted the Upper Santa Clara River IRWMP and execution of a Memorandum of Understanding with the RWMG which committed the RMC to becoming an official ex-officio member of the RWMG. As a member and governed by the MOU, RMC contribution is \$10,000 for consultant services in preparation of the IRWMP. Resolution 2014-06 adopted the Final and Updated Upper Santa Clara River IRWMP and approved funding for the cost sharing. (\$10,000)

## **Support Budget and Expenditures**

Fiscal Year 2014/15 Support Expenditures Report: The attached Exhibit A outlines projects that have received advance funds. Each project that receives advance funds must reconcile upon expenditure. The attached Exhibit B “Fiscal Year Support Expenditures” report assists the RMC in tracking allocated income and expenditures for each fiscal year. The revenue section of the report delineates the four fund sources for operations: the Environmental License Plate Fund, Propositions 40, 50 and 84. The reports include expenditures that have been processed and sent to Contracted Fiscal Services for payment.

The expense report displays and tracks the administrative and operation expenses for the RMC. The report includes Personnel Services and Operating Expenses/Equipment. The cumulative contract report for the support budget is attached as Exhibit C. This report includes contracts executed under the Executive Officer’s Discretionary Approval for under \$10,000.00 and those over \$10,000.00 that have been approved by the RMC Board.

***Report on Advance Funds – Exhibit A***  
***Support & Operations – Exhibit B***  
***Contracts – Exhibit C***

3/23/2015

**Exhibit B - Approved or Withdrawn Projects**

Program	Future Funding Considerations	Projected Amount	Projection
Urban/Rios Program	Colorado Lagoon Restoration	\$500,000	Board Approved - Phase 2 & 3 match
	Citrus Heights	\$30,000	
	Urban Forest at Camp Shiwaka	\$378,000	
Urban Program	Gateway Cities Rivers and Urban Greening Plan	\$250,000	Match funds
	Walnut Creek Nature Park	\$35,000	
	Compton Creek Natural Park	\$200,000	
River Program	Integrated Regional Water Management Implementation Projects	\$100,000	Board Approved - Alcanza projects
	San Gabriel River Discovery Center/Site Restoration/Trail	\$250,000	Board Approved - Redirect to educational programs
	San Gabriel River Interpretative Signage	\$100,000	Match funds
	Azusa River Wilderness Park	\$455,998	Board Approved
	El Dorado Nature Center	\$200,000	
	Upper Santa Clara River IRWMP	\$10,000.00	
Mountains Program	Mt. Baldy Ranch	\$50,000	Acquisition match funds
	Montebello Hills Habitat and Open Space	\$1,000,000	
	Roberts Canyon Foothill Area	\$52,500.00	

**Exhibit C - Carryover for New Bond Funds**

Program	Future Funding Considerations	Projected Amount	Projection
River Program	Duck Farm Improvements Phase 1B	\$5,000,000	Carry forward to bond, with the exception of conceptual planning
Urban/River /Mountains	Walnut Creek Improvements	\$1,500,000	Reduce scope, funds, match use

**Exhibit A  
RMC ADVANCE FUNDS REPORT**

FY 14-15  
Mar-15

<b>RMC Project Number</b>	<b>Project Name</b>	<b>Grantee</b>	<b>Total Funds Granted from RMC</b>	<b>Advance Amt. Requested</b>	<b>Advance Check Requested from Controller*</b>	<b>Advance Check Received from Controller*</b>	<b>Deadline for Expenditure of Advance</b>	<b>Status</b>
RMC3609	Duck Farm Phase 1A Implementation	Watershed Conservation Authority	\$5,800,000.00	\$115,000.00	12/20/2014	2/2/2015	4/2/2015	Advance check received; Balance remaining= \$103,256.16 to be expended within 30 days.
RMC09105	San Gabriel River Confluence	Watershed Conservation Authority	\$766,584.00	\$245,417.65	8/28/2014	9/25/2014	3/26/2015	Advance check received 9/25/2014, balance remaining \$56,415.16, to be expended in 30 days
RMC13003	Mt. Baldy Ranch	Watershed Conservation Authority	\$25,000.00	\$6,000.00	8/28/2014	9/25/2014	3/26/2015	Advance check received 9/25/2014, balance remaining \$1,496.25 to be expended in 30 days
RMC13006	Citrus Grove Heights Bike Stop Project	Watershed Conservation Authority	\$30,000.00	\$20,500.00	3/10/2014	4/2/2014	3/26/2015	Advance check received 4/2/2014. Balance remaining= \$9,402.98 to be spent within 30 days.
RMC14001	River Wilderness Park Entry	Watershed Conservation Authority	\$455,998.00	\$94,203.00	12/9/2014	1/6/2015	4/6/2015	Advance check received 1/6/2015, Balance remaining=\$15,674.66 to be spent within 30 days.
RMC14001	River Wilderness Park Entry	Watershed Conservation Authority	\$455,998.00	\$150,000.00	12/9/2014	1/12/2015	4/12/2015	Advance checked received 1/12/2015. Balance remaining \$150,000.00 to be spent within 30 days.
RMC14001	River Wilderness Park Entry	Watershed Conservation Authority	\$455,998.00	\$124,295.00	12/17/2015	1/21/2015	4/12/2015	Advance check requested from Contracted Fiscal Services. Pending Receipt of Check.

K:\Accounting\Advances\Tracking Report\RMC Advances 14-15\Advance Tracking Reprot 14-15

**EXHIBIT B**  
**RIVERS AND MOUNTAINS CONSERVANCY**  
**FY 2014-2015**

Date of Report 23-Mar-15

<b>REVENUE</b>				
<b>ITEM</b>	<b>BUDGET</b>	<b>FUND #</b>	<b>% Exp.</b>	<b>Balance</b>
ENVIRONMENTAL LICENSE PLATES	353,000	01400	47%	
PROPOSITION 40	151,000	60290	20%	
PROPOSITION 50	154,000	60310	21%	
PROPOSITION 84	93,000	60510	12%	
<b>TOTAL REVENUE</b>	<b>751,000</b>		<b>100%</b>	

					<b>Month</b>	<b>FY Completed</b>
<b>EXPENSES</b>					<b>February</b>	<b>67%</b>
<b>ITEM</b>	<b>BUDGET</b>	<b>TOTAL EXPENDITURES TO DATE</b>	<b>ENCUMBRANCE</b>	<b>AVAILABLE BUDGET BALANCE (\$)</b>	<b>AVAILABLE BUDGET BALANCE (%)</b>	<b>BUDGET SPENT (%)</b>
<b>PERSONNEL SERVICES</b>	<b>480,000</b>	<b>258,894</b>		<b>221,106</b>	<b>46%</b>	<b>54%</b>

Operating Expenses and Equipment

General Expense

206	Miscellaneous Office Supplies	500	267	233	47%	53%
207	Freight and Drayage	0	0	0		
213	Clerical and nonprofessional services	0	0	0		
215	Advertising	1,000	0	1,000	100%	0%
217	Meetings, conferences, and exhibits	500	0	500	100%	0%
223	Library purchases	5,500	257	5,243	95%	5%
226	Minor equipment	1,000	246	754	75%	25%
227	Office equipment rental, maint., & repair	1,000	0	1,000	100%	0%
239	Noc-Serv/Rent-Gen	0	0	0		

Printing

243	Photocopy	0	0	0		
244	Office copier expense (rental, maint.)	3,000	2,008	992	33%	67%
245	Printed forms and stationary	200	0	200	100%	0%
246	Office Copier Supplies	2,500	1,371	1,129	45%	55%
248	Printing - Not Otherwise Classified	0	0	0		

Communications

252	Cell phones, PDAs, pagers	1,500	596	904	60%	40%
253	Central communication	0	0	0		
255	Messenger services	500	0	500	100%	0%
257	Telephone	2,000	771	1,229	61%	39%
258	Communications -Not Otherwise Classified	2,000	1,057	943	47%	53%
259	Maintenance	0	0	0		

Postage

262	Postage, stamps, stamped envelopes, etc.	0	0	0		
263	Postage Meter (rent, repair, refills, supplies)	2,000	823	1,177	59%	41%
268	NOC Postage	100	0	100	100%	0%

Travel: In-State

292	Per Diem	0	0	0		
293	State Vehicle - General Services	5,000	1,347	3,653	73%	27%
294	Commercial Air Transportation	4,000	899	3,101	78%	22%
295	Other Transportation	0	0	0		
296	Private Car	0	0	0		
297	Rental Car	0	0	0		
301	Taxi and Shuttle Service	200	0	200	100%	0%
308	Travel - Not Otherwise Classified	0	0	0		

Training

332	Tuition and Registration Fees	0	0	0		
333	Training Films and Slides	0	0	0		

Facilities Operation

344	Janitorial Services	0	0	0		
345	Security	0	0	0		
346	Recurring Maintenance Services	500	0	500	100%	0%

ITEM		BUDGET	TOTAL EXPENDITURES TO DATE	ENCUMBRANCE	AVAILABLE BUDGET BALANCE (\$)	AVAILABLE BUDGET BALANCE (%)	BUDGET SPENT (%)
343	Rent, Buildings and Grounds	48,500	20,050		28,450	59%	41%
348	Waste Removal	0	0		0		
352	Special Repairs	0	0		0		
358	Noc-Serv	0	0		0		
Utilities							
362	Electricity	0	0		0		
365	Propane	0	0		0		
367	Water	0	0		0		
372	Sewer	0	0		0		
378	Utilities - Not Otherwise Classified	0	0		0		
Professional Services							
382	Interdepartmental Professional Services	0	0		0		
383	Accounting Interdepartment	72,000	0		72,000	100%	0%
396	Attorney General	12,000	3,060		8,940	75%	26%
398	Other Interdepartmental	1,500	0		1,500	100%	0%
418	External Professional Services	58,000	36,122		21,878	38%	62%
419	Reimb EXP-non-taxa	0	0		0		
434	Interagency Agreement	0	0		0		
Information Technology							
435	IT - Not Otherwise Classified		0		0		
436	Supplies	0	0		0		
445	Software	0	0		0		
446	Hardware	0	0		0		
448	Internet Service Provider	4,000	2,144		1,856	46%	54%
449	Electronic Waste and Disposal Fees	0			0		
Central Administration Services							
438	Pro Rata	42,000	11,121		30,879	74%	26%
451	Equipment	0	0		0		
522	Law Enforcement Material	0	0		0		
525	Gasoline	0	0		0		
535	Towing	0	0		0		
OPERATIONS SUBTOTAL		271,000	82,139	0	188,861	70%	30%
<b>TOTAL EXPENSES</b>		<b>751,000</b>	<b>341,033</b>	<b>0</b>	<b>409,967</b>	<b>55%</b>	<b>45%</b>

