

DATE: June 22, 2015
TO: RMC Governing Board
FROM: Mark Stanley, Executive Officer
SUBJECT: Item 7B: 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 May 31, 2015.

(A)	(B)	(C)	(D)	(E)	(F)
Bond	Allocation	Encumbered	Approved Pending Encumbrance	Projects Pending Board Approval	Balance
Prop 40	\$39,200,000	\$39,200,000	\$0	\$0	\$0
Prop 50	\$19,600,000	\$18,958,779	\$0	\$0	\$641,221
Prop 84	\$46,700,000	\$41,112,970	\$1,612,500	\$0	\$3,974,530
Prop 13	\$460,000	\$460,000	\$0	\$0	\$0
Totals	\$105,960,000	\$99,731,749.	\$1,612,500	\$0	\$4,615,751

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 Los Angeles (\$250,000).

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 2nd 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 Foothill Area 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)

RMC15104- Upper Santa Clara River IRWMP- 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

**Exhibit A
RMC ADVANCE FUNDS REPORT**

FY 14-15
Jun-15

RMC Project Number	Project Name	Grantee	Total Funds Granted from RMC	Advance Amt. Requested	Advance Check Requested from Controller*	Advance Check Received from Controller*	Deadline for Expenditure of Advance	Status
RMC3609	Duck Farm Phase 1A Implementation	Watershed Conservation Authority	\$5,800,000.00	\$115,000.00	12/20/2014	2/2/2015	7/15/2015	Advance check received; Balance remaining= \$13,699.98 to be expended within 30 days.
RMC3609	Duck Farm Phase 1A Implementation	Watershed Conservation Authority	\$5,800,000.00	\$150,000.00	3/26/2015	4/29/2015	6/29/2015	Advance check received; Balance to be expended within 30 days.
RMC09105	San Gabriel River Confluence	Watershed Conservation Authority	\$770,584.00	\$245,417.65	8/28/2014	9/25/2014	7/31/2015	Advance check received balance remaining \$988.36, to be expended in 30 days.
RMC09105	San Gabriel River Confluence	Watershed Conservation Authority	\$770,584.00	\$122,176.49	3/26/2015	N/A	N/A	Advance check requested from Contracted Fiscal Services. Pending Receipt of Check.
RMC09105	San Gabriel River Confluence	Watershed Conservation Authority	\$770,584.00	\$4,000.00	5/29/2015	N/A	N/A	Advance check requested from Contracted Fiscal Services. Pending Receipt of Check.
RMC13006	Citrus Grove Heights Bike Stop Project	Watershed Conservation Authority	\$30,000.00	\$20,500.00	3/10/2014	4/2/2014	7/31/2015	Advance check received. Balance remaining= \$5459.70 to be spent within 30 days.
RMC13006	Citrus Grove Heights Bike Stop Project	Watershed Conservation Authority	\$30,000.00	\$9,500.00	3/30/2015	6/11/2015	7/11/2015	Advance check received; Balance to be expended within 30 days.
RMC14001	River Wilderness Park Entry	Watershed Conservation Authority	\$455,998.00	\$150,000.00	12/9/2014	1/12/2015	7/31/2015	Advance checked received 1/12/2015. Balance remaining=\$116,471.72 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	7/31/2015	Advance check received 1/21/2015. Balance to be spent by within 30 days.

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EXHIBIT B
RIVERS AND MOUNTAINS CONSERVANCY
FY 2014-2015

Date of Report 22-Jun-15

REVENUE				
ITEM	BUDGET	FUND #	% Exp.	Balance
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%	
TOTAL REVENUE	751,000		100%	

EXPENSES						Month	FY Completed
						May	92%
ITEM	BUDGET	TOTAL EXPENDITURES TO DATE	ENCUMBRANCE	AVAILABLE BUDGET BALANCE (\$)	AVAILABLE BUDGET BALANCE (%)	BUDGET SPENT (%)	
PERSONNEL SERVICES	476,000	377,646		98,354	21%	79%	

Operating Expenses and Equipment

General Expense

206	Miscellaneous Office Supplies	500	400	100	20%	80%
207	Freight and Drayage	0	0	0		
213	Clerical and nonprofessional services	0	0	0		
215	Advertising	2,200	2,180	20	1%	99%
217	Meetings, conferences, and exhibits	500	0	500	100%	0%
223	Library purchases	5,500	5,057	443	8%	92%
226	Minor equipment	1,500	918	582	39%	61%
227	Office equipment rental, maint., & repair	700	698	2	0%	100%
239	Noc-Serv/Rent-Gen	0	0	0		

Printing

243	Photocopy	0	0	0		
244	Office copier expense (rental, maint.)	2,800	2,315	485	17%	83%
245	Printed forms and stationary	0	0	0		
246	Office Copier Supplies	2,500	1,951	549	22%	78%
248	Printing - Not Otherwise Classified	0	0	0		

Communications

252	Cell phones, PDAs, pagers	1,500	980	520	35%	65%
253	Central communication	0	0	0		
255	Messenger services	500	0	500	100%	0%
257	Telephone	2,500	2,013	487	19%	81%
258	Communications -Not Otherwise Classified	2,500	2,055	445	18%	82%
259	Maintenance	0	0	0		

Postage

262	Postage, stamps, stamped envelopes, etc.	2,300	2,207	93	4%	96%
263	Postage Meter (rent, repair, refills, supplies)	2,000	1,645	355	18%	82%
268	NOC Postage	0	0	0		

Travel: In-State

292	Per Diem	0	0	0		
293	State Vehicle - General Services	3,500	2,280	1,220	35%	65%
294	Commercial Air Transportation	3,500	2,255	1,246	36%	64%
295	Other Transportation	0	0	0		
296	Private Car	0	0	0		
297	Rental Car	0	0	0		
301	Taxi and Shuttle Service	0	0	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	68	433	87%	14%

Item 7B

ITEM		BUDGET	TOTAL EXPENDITURES TO DATE	ENCUMBRANCE	AVAILABLE BUDGET BALANCE (\$)	AVAILABLE BUDGET BALANCE (%)	BUDGET SPENT (%)
343	Rent, Buildings and Grounds	48,500	44,110		4,390	9%	91%
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	7,905		4,095	34%	66%
398	Other Interdepartmental	1,500	37		1,463	98%	2%
418	External Professional Services	60,000	59,955		45	0%	100%
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	3,216		784	20%	80%
449	Electronic Waste and Disposal Fees	0			0		
Central Administration Services							
438	Pro Rata	42,000	22,242		19,759	47%	53%
451	Equipment	0	0		0		
522	Law Enforcement Material	0	0		0		
525	Gasoline	0	0		0		
535	Towing	0	0		0		
OPERATIONS SUBTOTAL		275,000	164,485	0	110,515	40%	60%
TOTAL EXPENSES		751,000	542,132	0	208,868	28%	72%

