

**DATE:** March 26, 2018  
**TO:** RMC Governing Board  
**FROM:** Mark Stanley, Executive Officer  
**SUBJECT:** Item 8B: 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 1, 40, 50, 84 and 13. For a detailed report on each approved grant and associated fund level, please refer to Item 8C on the agenda, Cumulative Grant Project Status Summary.

This report reflects balances as of March 12, 2018.

<b>Bond</b>	<b>Appropriation</b>	<b>Encumbered</b>	<b>Approved Pending Encumbrance</b>	<b>Projects Pending Board Approval</b>	<b>Balance</b>
Prop 40	\$ 38,626,000	\$ 38,626,000	\$ -	\$ -	\$ -
Prop 50	\$ 17,016,428	\$ 17,016,428	\$ -	\$ -	\$ -
Prop 84	\$ 36,000,000	\$ 34,989,882	\$ -	\$ -	\$ 1,010,118
Prop 1 (Section 79731f)	\$ 26,750,000	\$ 12,589,789	\$ -	\$ 891,200	\$ 13,269,011
Prop 1 (Section 79735a)	\$ 46,550,000	\$ 4,830,575	\$ 250,000	\$ -	\$ 41,469,425
<b>Total</b>	<b>\$ 164,942,428</b>	<b>\$ 108,052,674</b>	<b>\$ 250,000</b>	<b>\$ 891,200</b>	<b>\$ 55,748,554</b>

### **Projects Approved Pending Encumbrance:**

**RMC17022 LA River Ranger Implementation:** The RMC and the SMMC have established an agreement to implement Assembly Bill 1558 (AB 1558), also known as the River Ranger Bill introduced by Assemblymember Cristina Garcia (AD 58) and approved by Governor Brown in 2017. The River Ranger Bill requires extensive coordination between the Conservancies and this agreement will establish how the Conservancies will work together on implementation, planning, design and delivery of the AB 1558 River Ranger Program including funding. The bill requires also requires both Conservancies to collaborate with the Department of Parks and Recreation, the California Conservation Corps, and the State Lands Commission to develop a river ranger program to provide a network of river rangers who assist the public at sites along the entire 51 mile Los Angeles River and its tributaries, as prescribed.

## **Support Budget and Expenditures**

Fiscal Year 2017/18 Support Expenditures Report: The attached Exhibit A outlines projects that have received advanced funds. Each project that receives advance funds must reconcile upon expenditure.

The attached Exhibit B “Support & Operations Budget for Fiscal Year 2017/2018” displays and tracks the administrative and operation expenses for the RMC. The report includes Personnel Services and Operating Expenses/Equipment. The revenue section of the report delineates the five fund sources for operations: the Environmental License Plate Fund, Propositions 1, 40, 50 and 84. The reports include expenditures that have been processed and sent to Contracted Fiscal Services for payment through March 12, 2018.

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.

***Exhibit A – Report on Advance Funds***

***Exhibit B – FY 2017-2018 Support & Operations***

***Exhibit C – Contracts***

## Exhibit A: Report on Advance Funds

Fiscal Year 2017-2018  
Balances as of 03/12/18

RMC Project Number	Project Name	Grantee	Total Funds Granted from RMC	Advance Amt. Requested	Advance Check Requested from Controller*	Advance Check Received from Controller*	Remaining balance from advance request	Deadline for Expenditure of Advance	Status
RMC09105	San Gabriel River Confluence	Watershed Conservation Authority	\$770,584.00	\$122,131.49	03/26/15	06/15/15	\$ 18,056.88	03/31/18	Revision of previously reconciled expenditures. Remaining balance to be returned to RMC. Return in progress.
RMC3609-1	Duck Farm IA Implementation	Watershed Conservation Authority	\$5,800,000.00	\$73,000.00	02/08/18	02/23/18	\$ 43,793.01	03/23/18	
RMC14001	River Wilderness Park Entry	Watershed Conservation Authority	\$455,998.00	\$274,295.00	12/12/14	01/21/15	\$ 134,910.85	01/31/18	Remaining advance balance to be returned to RMC. Return in process.
RMC16001	Vasquez Acquisition	Watershed Conservation Authority	\$720,000.00	\$20,000.00	03/02/17	05/15/17	\$ 14,776.21	01/31/18	Reconciliation in progress.
RMC17019	SG River Mountains & Foothills Acquisition	Watershed Conservation Authority	\$ 250,000.00	\$ 36,000.00	01/08/18	01/26/18	\$ 24,875.83	02/26/18	Contracted with TPL for acquisitions.

**EXHIBIT B**  
**RIVERS AND MOUNTAINS CONSERVANCY**  
**FY 2017-2018**

Date of Report      March 12, 2018

<b>REVENUE</b>				
<b>ITEM</b>	<b>BUDGET</b>	<b>FUND #</b>	<b>% Exp.</b>	<b>Balance</b>
ENVIRONMENTAL LICENSE PLATES	465,000	0140	35%	274,599
PROPOSITION 40	250,634	6029	19%	148,008
PROPOSITION 50	254,033	6031	19%	150,015
PROPOSITION 84	149,092	6051	11%	88,044
PROPOSITION 1	201,000	6083	15%	118,698
<b>TOTAL REVENUE</b>	<b>1,319,759</b>		<b>100%</b>	

					<b>Month</b>	<b>FY Completed</b>
					<b>Mar</b>	<b>69.9%</b>
<b>EXPENSES</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>641,961</b>	<b>208,000</b>		<b>433,961</b>	<b>68%</b>	<b>32%</b>

Operating Expenses and Equipment

General Expense

<a href="#">5301700</a>	Miscellaneous Office Supplies	5,000	1,410	3,590	72%	28%
<a href="#">5301350</a>	Freight and Drayage	0	0	0	0%	0%
<a href="#">5301050</a>	Advertising	500	0	500	100%	0%
<a href="#">5301150</a>	Conferences	8,000	7,390	610	8%	92%
<a href="#">5301500</a>	Meeting	1,500	455	1,045	70%	30%
<a href="#">5301450</a>	Library purchases	0	0	0	0%	0%
<a href="#">5368115</a>	Office Equipment (non capital)	3,500	0	3,500	100%	0%
<a href="#">5301620</a>	Office equipment rental, maint., & repair	1,000	0	1,000	100%	0%
<a href="#">5368045</a>	Furniture	500	0	500	100%	0%

Printing

<a href="#">5302800</a>	Photocopy (ie. Xerox)	34,000	25,755	8,245	24%	76%
<a href="#">5302300</a>	Office copier expense (ie. maint.)	0	0	0	0%	0%
<a href="#">5302100</a>	Printed forms and stationary	0	0	0	0%	0%
<a href="#">5346700</a>	IT Supplies (ie. Paper, toner)	2,350	965	1,385	59%	41%
<a href="#">5302600</a>	Office Copier Supplies (ie. staples, cords)	0	0	0	0%	0%
<a href="#">5302900</a>	Printing - Not Otherwise Classified	2,750	2,507	243	9%	91%

Communications

<a href="#">5304100</a>	Cell phones, PDAs, pagers	1,000	325	675	67%	33%
<a href="#">5304220</a>	Central communication	0	0	0	0%	0%
<a href="#">5304450</a>	Messenger services	0	0	0	0%	0%
<a href="#">5304700</a>	Telephone	2,500	1,850	650	26%	74%
<a href="#">5304800</a>	Communications -Not Otherwise Classified	1,000	11	989	99%	1%
<a href="#">5304260</a>	Maintenance	0	0	0	0%	0%

Postage

<a href="#">5306200</a>	Postage, stamps, stamped envelopes, etc.	500	0	500	100%	0%
<a href="#">5306600</a>	Postage Meter (rent, repair, refills, supplies)	2,000	1,258	742	37%	63%
<a href="#">5306700</a>	Postage - Other	100	0	100	100%	0%

Travel: In-State

5320220	Travel - Per Diem Allowances	0	0	0	0%	0%
<a href="#">5362295</a>	State Vehicle	37,000	0	37,000	100%	0%
<a href="#">5390850</a>	State Vehicle - General Maintenance/Repair	1,000	0	1,000	100%	0%
<a href="#">5390800</a>	State Vehicle - Gasoline	5,000	3,754	1,246	25%	75%
<a href="#">5308700</a>	Insurance - Vehicle	1,000	517	483	48%	52%
<a href="#">5320400</a>	Commercial Air Transportation	5,000	2,031	2,969	59%	41%
5320430	Other Transportation	0	0	0	0%	0%
5320440	Private Car	0	0	0	0%	0%
<a href="#">5320470</a>	Rental Car	200	49	151	76%	25%
5320420	Taxi and Shuttle Service	300	0	300	100%	0%
<a href="#">5320260</a>	Travel Agency Mgmt & Transaction Fees	500	44	456	91%	9%

ITEM	BUDGET	TOTAL EXPENDITURES TO DATE	ENCUMBRANCE	AVAILABLE BUDGET BALANCE (\$)	AVAILABLE BUDGET BALANCE (%)	BUDGET SPENT (%)
Training						
5322400 Tuition and Registration Fees	0	0		0	0%	0%
5322300 Training Films and Slides	0	0		0	0%	0%
Facilities Operation						
<a href="#">5324250</a> Facilities Planning - General Svs, etc	1,060	432		628	59%	41%
5324500 Security	0	0		0	0%	0%
5324100 Recurring Maintenance Services	0	0		0	0%	0%
<a href="#">5324450</a> Rent, Buildings and Grounds	49,803	28,070		21,733	44%	56%
5324600 Waste Removal	0	0		0	0%	0%
<a href="#">5324550</a> Special Repairs & Deferred Maintenance	0	0		0	0%	0%
Professional Services						
Planning and Monitoring						
<a href="#">5340330</a> Interdepartmental Professional Services	5,000	200		4,800	96%	4%
<a href="#">5340210</a> Accounting Interdepartment	179,000	89,500		89,500	50%	50%
<a href="#">5340220</a> Administrative Interdepartment	50,000	11,315		38,685	77%	23%
<a href="#">5340310</a> Attorney General	30,000	24,135		5,865	20%	80%
<a href="#">5150800</a> Workers Compensation	5,000	2,213		2,787	56%	44%
<a href="#">5340420</a> External Professional Services	5,000	0		5,000	100%	0%
<a href="#">5340490</a> External Prof Svs-IT	67,610	29,853		37,758	56%	44%
<a href="#">5340580</a> External Prof Svs-Other Consulting & Prof Svs	17,800	7,268		10,533	59%	41%
<a href="#">5340550</a> Reimb EXP-non-taxa	0	0		0	0%	0%
Information Technology						
<a href="#">5368025</a> Computer & Computer Equip (Non Capital)	8,000	3,187		4,813	60%	40%
<a href="#">5362240</a> Computer & Computer Equip (Capital)	6,000	5,226		774	13%	87%
<a href="#">5362290</a> Office Equipment (Capital)	15,325	13,502		1,823	12%	88%
<a href="#">5346390</a> IT Services - Other (Security, Archival, etc)	1,500	588		912	61%	39%
<a href="#">5346340</a> Software Maintenance	3,500	0		3,500	100%	0%
<a href="#">5346320</a> Hardware Maintenance	0	0		0	0%	0%
<a href="#">5346100</a> Data Lines	0	0		0	0%	0%
<a href="#">5346500</a> Internet Service Provider	12,000	7,051		4,949	41%	59%
<a href="#">5346800</a> Electronic Waste and Disposal Fees	0	0		0	0%	0%
<a href="#">5346900</a> IT - Other	0	0		0	0%	0%
Central Administration Services						
<a href="#">5348250</a> Pro Rata	0	0		0	0%	0%
<a href="#">5432000</a> Grants & Subventions - Governmental	90,000	59,999		30,001	33%	67%
<a href="#">5432500</a> Grants & Subventions - NonGovernmental	15,000	2,500		12,500	83%	17%
<b>OPERATIONS SUBTOTAL</b>	<b>677,798</b>	<b>333,360</b>		<b>344,438</b>	<b>51%</b>	<b>49%</b>
<b>TOTAL EXPENSES</b>	<b>1,319,759</b>	<b>541,360</b>	<b>0</b>	<b>778,399</b>	<b>59%</b>	<b>41%</b>

## EXHIBIT C: FISCAL YEAR 2017-2018 CONTRACT REPORT

Item 8C

Contract Number	Contractor Name	Amount of contract	Start Date	End Date	Scope of Work
5159906	The Travel Store	\$5,200.00	11/1/2016	10/31/2019	Contractor agrees to provide Participating Entity Travel Payment System services.
RMC16505	Cyber Specialists, Inc	\$66,000.00	10/1/2016	9/30/2018	Consultant will provide information technology (IT) services for the Lower Los Angeles and San Gabriel Rivers and Mountains Conservancy.
RMC16506	Urbanism Advisors	\$28,800.00	1/24/2017	12/31/2017	Project management services with Urbanism Advisors (Jose Gardea)
RMC17501	Department of General Services	\$179,000.00	7/1/2017	6/30/2018	DGS - CFS will provide accounting and budgeting services for San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy (RMC) for the period of July 1, 2017 through June 30, 2018.
RMC17502	State Controller's Office	\$2,000.00	7/1/2017	6/30/2018	SCO expedite service fees for warrants
RMC17503	Watershed Conservation Authority	\$40,000.00	7/1/2017	6/30/2018	This agreement will provide WCA services, consisting of coordination and oversight of property management scope provided by Property Management Consultants/Contractors.
RMC17504	Department of General Services	\$21,147.00	7/1/2017	6/30/2018	DGS - HR will provide RMC with ongoing as-needed HR services, including personnel policy interpretation and development, labor relations, classification and pay, testing, and liaison services between State Compensation Insurance Fund and RMC.
RMC17601	Watershed Conservation Authority	\$9,999.00	7/1/2017	6/30/2018	Administrative Services for the Joint Powers Authority (JPA) that will cover operational expense items on the JPA Annual Budget in the amount not to exceed \$9,999.00.
RMC17602	City of Azusa	\$9,999.00	7/1/2017	6/30/2018	Administrative Services for the Joint Powers Authority (JPA) that will cover operational expense items on the JPA Annual Budget in the amount not to exceed \$9,999.00.
RMC17603	Los Cerritos Wetlands Authority	\$9,995.00	7/1/2017	6/30/2018	Administrative Services for the Joint Powers Authority (JPA) that will cover operational expense items on the JPA Annual Budget in the amount not to exceed \$9,995.00.