

DATE: October 15, 2018
TO: RMC Governing Board
FROM: Mark Stanley, Executive Officer
SUBJECT: Item 7B: 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, 68, and 84. For a detailed report on each approved grant and associated fund level, please refer to agenda Item 7C Cumulative Grant Project Status Summary.

This report reflects balances as of October 1, 2018.

Bond	Appropriation	Encumbered	Approved Pending Encumbrance	Projects Pending Board Approval	Balance
Prop 40	\$ 38,626,000	\$ 38,626,000	\$ -	\$ -	\$ -
Prop 50	\$ 17,016,428	\$ 17,016,428	\$ -	\$ -	\$ -
Prop 84	\$ 36,000,000	\$ 35,540,449	\$ -	\$ 459,551	\$ -
Prop 1 (Section 79731f)	\$ 27,930,000	\$ 15,949,605	\$ -	\$ 1,174,536	\$ 10,805,859
Prop 1 (Section 79735a)	\$ 46,550,000	\$ 5,080,575	\$ -	\$ -	\$ 41,469,425
Prop 68	\$ 62,528,000	\$ -	\$ -	\$ -	\$ 62,528,000
Total	\$ 228,650,428	\$ 112,213,057	\$ -	\$ 1,634,087	\$ 114,803,284

Projects Approved Pending Encumbrance: n/a

Support Budget and Expenditures

Fiscal Year 2018/19 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 2018/2019" 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 six fund sources for operations: the Environmental License Plate Fund, Propositions 1, 40, 50, 68, and 84. The reports include expenditures that have been processed and sent to Contracted Fiscal Services for payment through October 1, 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 2018-2019 Support & Operations

Exhibit C – Contracts

Exhibit A: Report on Advance Funds

Fiscal Year 2018-2019
Balances as of 10/01/18

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
RMC3609-1	Duck Farm IA Implementation	Watershed Conservation Authority	\$5,800,000.00	\$95,000.00	08/16/18	09/17/18	\$ 20,450.00	10/17/18	Reconciliation in progress. Invoices in process to fully expend advance.
RMC14001	River Wilderness Park Entry	Watershed Conservation Authority	\$455,998.00	\$274,295.00	12/12/14	01/21/15	\$ 134,086.98	10/15/18	Return of \$134,086.98 in process .
RMC16001	Vasquez Acquisition	Watershed Conservation Authority	\$720,000.00	\$20,000.00	03/02/17	05/15/17	\$ 5,739.70	10/15/18	Return of \$5,739.70 in progress.
RMC17014	Los Cerritos Wetlands Planning and Restoration Project	Los Cerritos Wetlands Authority	\$ 350,000.00	\$ 70,000.00	07/25/18	09/28/18	\$ 8,254.23	10/28/18	Reconciliation in progress. Invoices in process to fully expend advance

**EXHIBIT B
RIVERS AND MOUNTAINS CONSERVANCY
FY 2018 - 2019**

Date of Report October 1, 2018

REVENUE				
ITEM	BUDGET	FUND #	% Exp.	Balance
ENVIRONMENTAL LICENSE PLATES	480,000	0140	35%	384,047
PROPOSITION 40	169,000	6029	12%	135,217
PROPOSITION 50	5,000	6031	0%	4,000
PROPOSITION 84	102,000	6051	7%	81,610
PROPOSITION 1	201,000	6083	14%	160,820
PROPOSITION 68	430,000	6088	31%	430,000
TOTAL REVENUE	1,387,000		100%	

						Month	FY Completed			
						Oct	25.5%			
EXPENSES						AVAILABLE BUDGET BALANCE (\$)	AVAILABLE BUDGET BALANCE (%)	BUDGET SPENT (%)	FY 2017/18 BUDGET	% FY19 over FY18
ITEM	FY 2018/19 BUDGET	TOTAL EXPENDITURES TO DATE	AVAILABLE BUDGET BALANCE (\$)	AVAILABLE BUDGET BALANCE (%)	BUDGET SPENT (%)	FY 2017/18 BUDGET	% FY19 over FY18			
5100000 <i>Civil Service Employees</i>	705,679	127,063	578,616	82%	18%	587,821	20.0%			
Operating Expenses and Equipment										
General Expense										
5301700 Miscellaneous Office Supplies	2,600	806	1,794	69%	31%	2,600	0.0%			
5301050 Advertising	500	0	500	100%	0%	500	0.0%			
5301150 Conferences	10,000	0	10,000	100%	0%	25,055	-60.1%			
5301500 Meeting	1,000	600	400	40%	60%	1,000	0.0%			
5301450 Library purchases	0	0	0			0	0.0%			
5368115 Office Equipment (non capital)	3,500	3,272	228	7%	93%	3,500	0.0%			
5301620 Office equipment rental, maint., & repair	500	0	500	100%	0%	500	0.0%			
5368045 Furniture	10,000	0	10,000	100%	0%	500	1900.0%			
5301350 Freight	600	600	0	0%	100%	501	19.8%			
Printing										
5302800 Photocopy (ie. Konica)	15,000	1,472	13,528	90%	10%	28,252	-46.9%			
5302300 Office copier expense (ie. maint.)	0	0	0			0	0.0%			
5302100 Printed forms and stationary	0	0	0			0	0.0%			
5346700 IT Supplies (ie. Paper, toner)	2,500	1,485	1,015	41%	59%	2,000	25.0%			
5302600 Office Copier Supplies (ie. staples, cords)	0	0	0			0	0.0%			
5302900 Printing - Not Otherwise Classified	2,000	0	2,000	100%	0%	4,000	-50.0%			
Communications										
5304100 Cell phones, PDAs, pagers	500	76	424	85%	15%	500	0.0%			
5304450 Messenger services	0	0	0			0	0.0%			
5304700 Telephone	2,600	712	1,888	73%	27%	2,600	0.0%			
5304800 Communications -Not Otherwise Classified	120	26	94	79%	21%	120	0.0%			
5304260 Maintenance	0	0	0			0	0.0%			
Postage										
5306200 Postage, stamps, stamped envelopes, etc.	500	0	500	100%	0%	500	0.0%			
5306600 Postage Meter (rent, repair, refills, supplies)	2,000	458	1,542	77%	23%	2,000	0.0%			
5306700 Postage - Other	0	0	0			100	-100.0%			
Travel: In State & OST										
5320220 Travel - In State Lodging	1,200	0	1,200	100%	0%	0				
5362295 State Vehicle	0	0	0			37,000	-100.0%			
5390850 State Vehicle - General Maintenance/Repair	5,000	0	5,000	100%	0%	1,000	400.0%			
5390800 State Vehicle - Gasoline	5,500	540	4,960	90%	10%	5,500	0.0%			
5308700 Insurance - Vehicle	800	0	800	100%	0%	1,000	-20.0%			
5320400 Commercial Air Transportation	6,000	3,288	2,712	45%	55%	5,000	20.0%			
5320240 Travel - Per Diem Allowances	2,000	0	2,000	100%	0%	100	1900.0%			
5320440 Private Car (ie. Mileage)	2,000	91	1,909	95%	5%	600	233.3%			
5320470 Rental Car	1,000	732	268	27%	73%	200	400.0%			
5320610 Travel - OST Lodging	500	0	500	100%	0%	0	0.0%			
5320630 Travel - OST Per Diem Allowances	500	0	500	100%	0%	0	0.0%			

Item 7B

ITEM	FY 2018/19 BUDGET	TOTAL EXPENDITURES TO DATE	AVAILABLE BUDGET BALANCE (\$)	AVAILABLE BUDGET BALANCE (%)	BUDGET SPENT (%)	FY 2017/18 BUDGET	% FY19 over FY18
5320260 Travel Agency Mgmt & Transaction Fees	200	0	200	100%	0%	500	-60.0%
5390870 Other Vehicle Operations Services	2,600	2,600	0	0%	100%	0	0.0%
Training							
5322400 Tuition and Registration Fees	500	0	500	100%	0%	600	-16.7%
5322300 Training Films and Slides	0	0	0			0	0.0%
Facilities Operation							
5324250 Facilities Planning - General Svs, etc	5,000	0	5,000	100%	0%	10,000	-50.0%
5324500 Security	0	0	0			0	0.0%
5324100 Recurring Maintenance Services	0	0	0			0	0.0%
5324450 Rent, Buildings and Grounds	48,121	16,040	32,081	67%	33%	49,803	-3.4%
Professional Services							
Planning and Monitoring							
5340330 Interdepartmental Professional Services	2,000	0	2,000	100%	0%	1,000	100.0%
5340210 Accounting Interdepartment	208,000	0	208,000	100%	0%	179,000	16.2%
5340220 Administrative Interdepartment	25,000	274	24,726	99%	1%	40,000	-37.5%
5340310 Attorney General	60,000	8,565	51,435	86%	14%	88,451	-32.2%
5150800 Workers Compensation	8,000	5,205	2,795	35%	65%	5,000	60.0%
5340420 External Administrative Services	2,500	0	2,500	100%	0%	5,000	-50.0%
5340490 External Prof Svs-IT	80,000	16,515	63,485	79%	21%	67,610	18.3%
5340580 External Prof Svs-Other Consulting & Prof Svs	30,000	19,730	10,270	34%	66%	5,000	500.0%
5340550 Reimb EXP-non-taxa	0	0	0			0	0.0%
Information Technology							
5368025 Computer & Computer Equip (Non Capital)	8,000	0	8,000	100%	0%	8,000	0.0%
5362240 Computer & Computer Equip (Capital)	10,000	0	10,000	100%	0%	6,000	66.7%
5362290 Office Equipment (Capital)	5,000	0	5,000	100%	0%	15,325	-67.4%
5346390 IT Services - Other (Security, Archival, etc)	1,000	287	713	71%	29%	1,500	-33.3%
5346340 Software Maintenance	3,000	0	3,000	100%	0%	6,000	-50.0%
5346320 Hardware Maintenance	0	0	0			0	0.0%
5346500 Internet Service Provider	14,400	2,013	12,387	86%	14%	14,022	2.7%
5346800 Electronic Waste and Disposal Fees	0	0	0			0	0.0%
5346900 IT - Other	0	0	0			0	0.0%
Central Administration Services							
5348250 Pro Rata	0	0	0			0	0.0%
5432000 Grants & Subventions - Governmental	74,580	55,000	19,580	26%	74%	90,000	-17.1%
5432500 Grants & Subventions - NonGovernmental	15,000	14,500	500	3%	97%	15,000	0.0%
OPERATIONS SUBTOTAL	681,321	154,886	526,435	77%	23%	732,439	-7.0%
TOTAL EXPENSES	1,387,000	281,949	1,105,051	80%	20%	1,320,260	5.1%

EXHIBIT C: FISCAL YEAR 2018-2019 CONTRACT REPORT

Item 7B

Contract Number	Contractor Name	Amount of contract	Start Date	End Date	Scope of Work
5159906	The Travel Store	Invoices shall be submitted on a monthly basis	11/01/16	10/31/19	Contractor agrees to provide Participating Entity Travel Payment System services.
RMC16505-02	Cyber Specialists, Inc	\$90,000.00	10/01/16	09/30/19	Consultant will provide information technology (IT) services for the Lower Los Angeles and San Gabriel Rivers and Mountains Conservancy.
RMC16506-01	Urbanism Advisors	\$28,800.00	01/24/17	10/30/18	Project management services with Urbanism Advisors (Jose Gardea)
RMC17501	Department of General Services	\$208,000.00	07/01/18	06/30/19	DGS - CFS will provide accounting and budgeting services for the RMC. Per Finance Budget Letter 17-25, CFS no longer uses IAA for client agencies to reimburse CFS. Reimbursements/payments will be made via the Pro Rata process starting FY 2019.
RMC18501	Department of General Services	\$26,730.00	07/01/18	06/30/19	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.
RMC18502	Watershed Conservation Authority	\$50,000.00	07/01/18	06/30/19	This agreement will provide WCA services, consisting of coordination and oversight of property management scope provided by Property Management Consultants/Contractors.
RMC18503	Watershed Conservation Authority	\$9,999.00	04/01/18	12/31/18	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.
RMC18504	State Controller's Office	\$2,000.00	07/01/18	06/30/19	SCO expedite service fees for warrants
RMC18505	So Cal Phone Company	\$9,993.30	07/09/18	12/31/18	Professional services including removing the RMC server room, including server rack and labor.
RMC18506	Los Cerritos Wetlands Authority	\$9,999.00	10/01/18	09/30/19	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.
RMC18507	Positive Plumbing	\$2,600.00	7/16/2018	12/31/2018	Professional services including providing and installing LII EVSE 240 volt car charger with charging station
RMC18508	Jennifer Samson	\$9,900.00	9/1/2018	12/31/2018	Professional services to develop a defined concept and business model for the "Lower Los Angeles River Incubator."