

DATE: January 28, 2019
TO: RMC Governing Board
FROM: Mark Stanley, Executive Officer
SUBJECT: Item 9B: 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 9C Cumulative Grant Project Status Summary.

This report reflects balances as of January 15, 2019.

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	\$ 35,865,000	\$ 135,000		\$ -
Prop 1 (Section 79731f)	\$ 27,930,000	\$ 16,490,605	\$ -	\$ 112,800	\$ 11,326,595
Prop 1 (Section 79735a)	\$ 46,550,000	\$ 5,080,575	\$ -	\$ 325,000	\$ 41,144,425
Prop 68	\$ 62,528,000	\$ -	\$ -	\$ -	\$ 62,528,000
Total	\$ 228,650,428	\$ 113,078,608	\$ 135,000	\$ 437,800	\$ 114,999,020

Projects Approved Pending Encumbrance: RMC18003 Gateway Greening Plan - The Gateway Cities and Rivers Urban Greening Plan (GGP), initially granted to North East Trees (RMC13002), will provide preliminary planning concepts and connection opportunities to the rivers, green streets, open space, parks greenways and overall water and air quality improvements within the 27 cities that are included within the Gateway Cities of Southeast Los Angeles County. This grant does not impact the previously approved budget of \$250,000 and will provide the same deliverable and project scope, to be completed by December 31, 2019, but performed and managed by WCA instead of NE Trees. Final reimbursement and close out is in process with NE Trees for the continuation of service under WCA (RMC 18003, \$135,000).

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 December 31, 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 01/15/19

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

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

Date of Report December 31, 2018

REVENUE				
ITEM	BUDGET	FUND #	% Exp.	Balance
ENVIRONMENTAL LICENSE PLATES	480,000	0140	35%	315,328
PROPOSITION 40	169,000	6029	12%	111,022
PROPOSITION 50	5,000	6031	0%	3,285
PROPOSITION 84	102,000	6051	7%	67,007
PROPOSITION 1	201,000	6083	14%	132,043
PROPOSITION 68	430,000	6088	31%	361,043
TOTAL REVENUE	1,387,000		100%	

				Month	FY Completed		
				Dec	50.4%		
EXPENSES							
ITEM	FY 2018/19 BUDGET	TOTAL EXPENDITURE S 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	259,021	446,658	63%	37%	587,821	20.0%
Operating Expenses and Equipment							
General Expense							
5301700 Miscellaneous Office Supplies	2,600	1,087	1,513	58%	42%	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)	5,000	3,272	1,728	35%	65%	3,500	42.9%
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	2,400	12,600	84%	16%	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	1,848	652	26%	74%	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	190	310	62%	38%	500	0.0%
5304450 Messenger services	0	0	0			0	0.0%
5304700 Telephone	2,600	1,414	1,186	46%	54%	2,600	0.0%
5304800 Communications -Not Otherwise Classified	120	70	50	42%	58%	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	916	1,084	54%	46%	2,000	0.0%
5306700 Postage - Other	0	0	0			100	-100.0%
Travel: In State & OST							
5320220 Travel - In State Lodging	1,200	518	682	57%	43%	0	0.0%
5320480 State Vehicle - related travel	1,000	165	835	84%	16%	37,000	-97.3%
5390850 State Vehicle - General Maintenance/Repair	5,000	455	4,545	91%	9%	1,000	400.0%
5390800 State Vehicle - Gasoline	2,000	605	1,395	70%	30%	5,500	-63.6%
5308700 Insurance - Vehicle	800	0	800	100%	0%	1,000	-20.0%
5320400 Commercial Air Transportation	8,000	4,360	3,640	45%	55%	5,000	60.0%
5320240 Travel - Per Diem Allowances	2,000	11	1,989	99%	1%	100	1900.0%
5320440 Private Car (ie. Mileage)	4,000	2,212	1,788	45%	55%	600	566.7%
5320470 Rental Car	1,500	1,074	426	28%	72%	200	650.0%
5320610 Travel - OST Lodging	500	500	0	0%	100%	0	0.0%

Item 9B

ITEM		FY 2018/19 BUDGET	TOTAL EXPENDITURE S TO DATE	AVAILABLE BUDGET BALANCE (\$)	AVAILABLE BUDGET BALANCE (%)	BUDGET SPENT (%)	FY 2017/18 BUDGET	% FY19 over FY18
5320630	Travel - OST Per Diem Allowances	500	184	316	63%	37%	0	0.0%
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	2,298	2,702	54%	46%	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	28,070	20,051	42%	58%	49,803	-3.4%
Professional Services								
Planning and Monitoring								
5340330	Interdepartmental Professional Services	2,000	385	1,615	81%	19%	1,000	100.0%
5340210	Accounting Interdepartment (PRO RATA PROCE	208,000	0	208,000	100%	0%	179,000	16.2%
5340220	Administrative Interdepartment	15,000	0	15,000	100%	0%	40,000	-62.5%
5340310	Attorney General	60,000	18,038	41,962	70%	30%	88,451	-32.2%
5150800	Workers Compensation	20,000	17,168	2,832	14%	86%	5,000	300.0%
5340420	External Administrative Services	2,500	0	2,500	100%	0%	5,000	-50.0%
5340490	External Prof Svs-IT	80,000	28,875	51,125	64%	36%	67,610	18.3%
5340580	External Prof Svs-Other Consulting & Prof Svs	30,000	26,386	3,614	12%	88%	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	598	402	40%	60%	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	5,046	9,354	65%	35%	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	68,980	55,000	13,980	20%	80%	90,000	-23.4%
5432500	Grants & Subventions - NonGovernmental	15,100	15,100	0	0%	100%	15,000	0.7%
OPERATIONS SUBTOTAL		681,321	222,046	459,275	67%	33%	732,439	-7.0%
TOTAL EXPENSES		1,387,000	481,067	905,933	65%	35%	1,320,260	5.1%

EXHIBIT C: FISCAL YEAR 2018-2019 CONTRACT REPORT

Item 9B

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."