

DATE: February 3, 2020
TO: RMC Governing Board
FROM: Mark Stanley, Executive Officer
SUBJECT: Item 8B: Capital Outlay & Support Budget

BACKGROUND: This report includes information on the RMC's revenue and expenditures from local assistance, capital outlay, and Lower Los Angeles River-specific projects.

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 8C Cumulative Grant Project Status Summary.

This report reflects balances as of December 31, 2019.

| | Bond | Appropriation | Encumbered / Expended | Approved Pending Encumbrance | Projects Pending Board Approval | Balance |
|----------------|-------------------------|----------------|-----------------------|------------------------------|---------------------------------|---------------|
| Capital Outlay | Prop 40 | \$ 38,626,000 | \$ 38,061,000 | \$ - | \$ - | \$ 565,000 |
| | Prop 50 | \$ 17,016,428 | \$ 17,016,428 | \$ - | \$ - | \$ - |
| | Prop 84 | \$ 36,000,000 | \$ 36,000,000 | | \$ - | \$ - |
| | Prop 1 (Section 79731f) | \$ 24,990,000 | \$ 19,172,877 | \$ 2,727,674 | \$ 186,257 | \$ 2,903,192 |
| | Prop 1 (Section 79735a) | \$ 11,650,000 | \$ 7,951,778 | \$ - | \$ 645,362 | \$ 3,052,860 |
| | Prop 68 | \$ 55,688,000 | \$ - | \$ - | \$ 1,332,490 | \$ 54,355,510 |
| | Sub Total | \$ 183,970,428 | \$ 118,202,083 | \$ 2,727,674 | \$ 2,164,109 | \$ 60,876,563 |

| | | | | | | |
|-----------------------|-------------------------|---------------|--------------|-----------|------------|--------------|
| Planning & Monitoring | Prop 84 | \$ 62,000 | \$ 20,000 | \$ - | \$ - | \$ 42,000 |
| | Prop 1 (Section 79731f) | \$ 2,000,000 | \$ 128,700 | \$ - | \$ 90,200 | \$ 1,781,100 |
| | Prop 1 (Section 79735a) | \$ 1,900,000 | \$ 1,683,500 | \$ 46,259 | | \$ 170,241 |
| | Prop 68 | \$ 6,750,000 | \$ 184,200 | \$ - | \$ 352,094 | \$ 6,213,707 |
| | Sub Total | \$ 10,712,000 | \$ 2,016,400 | \$ 46,259 | \$ 442,294 | \$ 8,207,048 |

| | | | | | | |
|-----------------------|---|---------------|--------------|------------|--------------|---------------|
| LLAR Specific Funding | Lower LA River Sub-Grant Program (Prop 1) | \$ 33,000,000 | \$ 6,510,000 | \$ - | \$ - | \$ 26,490,000 |
| | Lower LA Restoration & Revitalization Funds (BA 2018) | \$ 19,000,000 | \$ 2,537,876 | \$ - | \$ 2,188,970 | \$ 14,273,154 |
| | Compton Creek Funds (BA 2019) | \$ 3,000,000 | \$ - | \$ 191,520 | \$ - | \$ 2,808,480 |
| | Sub Total | \$ 55,000,000 | \$ 9,047,876 | \$ 191,520 | \$ 2,188,970 | \$ 43,571,634 |

| | |
|---------------------------------------|----------------------|
| Total Appropriations | \$249,682,428 |
| Total Encumbered | \$129,266,359 |
| Total Approved Pending Enc. | \$ 2,965,453 |
| Total Projects Pending Board Approval | \$ 4,795,373 |
| Total Available for Enc/Exp. | \$112,655,243 |

Projects Approved Pending Encumbrance

RMC19002 Fernwood Avenue Development and Water Quality Improvement Project (\$1,650,753) – The project will create new accessible park and public open space that will service over 45,000 residents in the areas of influence. It will include several recreational and educational elements, featuring native drought tolerant plantings.

RMC19003 Canyon Country Community Center Regional Infiltration Project (\$1,076,921) – The project will redevelop a blighted space in Canyon County and transform it to an environmentally sustainable community space and gathering location.

RMC19004 Shiwaka Urban Forest Planning (\$46,259) – The overall proposed project will encompass the development of an urban forest, including an extensive landscaping master plan with trails, interpretive signage, vernal pools as well as a new trail, called the Discovery Trail. These improvements will allow for the use of Camp Fire’s facility and provide for significant enhancements to its fully accredited camp.

RMC19513 Compton Creek Planning & Implementation Project (\$191,520) – A professional services agreement with Studio MLA for the Compton Creek Implementation Plan, which is a multi-objective effort to transform existing Compton Creek right-of-way in Compton into a world-class greenway in conjunction with identifying ways to upgrade and enhance the Creek’s existing facilities.

Support Budget and Expenditures

Fiscal Year 2019/20 Support Expenditures Report:

The attached Exhibit B “Support & Operations Budget for Fiscal Year 2018/2019” displays and tracks the administrative and operation expenses for the RMC. The revenue section of the report delineates the six fund sources for operations: 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, 2019.

The attached Exhibit B outlines projects that have received advanced funds. Each project that receives advance funds must reconcile upon expenditure.

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 – FY 2019/20 Support & Operations

Exhibit B – Advanced Funds Report

Exhibit C – Contracts

**EXHIBIT A
RIVERS AND MOUNTAINS CONSERVANCY
FY 2019 - 2020**

Date of Report December 31, 2019

| REVENUE | | | | |
|------------------------------|------------------|--------|-------------|---------|
| ITEM | BUDGET | FUND # | % Exp. | Balance |
| ENVIRONMENTAL LICENSE PLATES | 430,000 | 0140 | 21.9% | 315,727 |
| PROPOSITION 40 | 175,000 | 6029 | 8.9% | 128,494 |
| PROPOSITION 50 | 102,000 | 6031 | 5.2% | 74,893 |
| PROPOSITION 84 | 104,000 | 6051 | 5.3% | 76,362 |
| PROPOSITION 1 | 429,000 | 6083 | 21.9% | 314,993 |
| PROPOSITION 68 | 723,000 | 6088 | 36.8% | 723,000 |
| TOTAL REVENUE | 1,963,000 | | 100% | |

| EXPENSES | ITEM | FY 2019/20 BUDGET | TOTAL EXPENDITURES TO DATE | AVAILABLE BUDGET BALANCE (\$) | Month | FY Completed | FY 2018/19 BUDGET | As of 06/30/19 | % FY19 over FY18 |
|----------------------------------|---|-------------------|----------------------------|-------------------------------|-------|--------------|-------------------|----------------|------------------|
| | | | | | Dec | 50.4% | | | |
| | 5100000 Civil Service Employees | 981,940 | 332,239 | 649,701 | 66% | 34% | 597,663 | 580,483 | 64.3% |
| Operating Expenses and Equipment | | | | | | | | | |
| General Expense | | | | | | | | | |
| | 5301200 Dues and Memberships | 1,000 | 28 | 972 | 97% | 3% | 0 | 0 | 0.0% |
| | 5301700 Miscellaneous Office Supplies | 5,000 | 387 | 4,613 | 92% | 8% | 4,000 | 3,795 | 25.0% |
| | 5301050 Advertising | 5,000 | 4,070 | 930 | 19% | 81% | 500 | 352 | 900.0% |
| | 5301150 Conferences | 5,000 | 908 | 4,092 | 82% | 18% | 5,475 | 0 | -8.7% |
| | 5301500 Meeting | 2,000 | 48 | 1,952 | 98% | 2% | 1,600 | 1,576 | 25.0% |
| | 5301450 Library purchases | 1,000 | 0 | 1,000 | 100% | 0% | 0 | 0 | 0.0% |
| | 5368115 Office Equipment (non capital) | 10,000 | 0 | 10,000 | 100% | 0% | 5,000 | 3,717 | 100.0% |
| | 5301620 Office equipment rental, maint., & repair | 1,000 | 0 | 1,000 | 100% | 0% | 500 | 0 | 100.0% |
| | 5368045 Furniture | 60,000 | 0 | 60,000 | 100% | 0% | 10,000 | 0 | 500.0% |
| | 5301350 Freight | 10,000 | 0 | 10,000 | 100% | 0% | 600 | 600 | 1566.7% |
| | 5105100 Board Members | 1,800 | 948 | 852 | 47% | 53% | 0 | 0 | 0.0% |
| | 5150900 Staff Benefits (ie. Employee Wellness Program) | 6,500 | 2,661 | 3,839 | 59% | 41% | 0 | 0 | 0.0% |
| Printing | | | | | | | | | |
| | 5302800 Photocopy (ie. Konica) | 8,000 | 1,968 | 6,032 | 75% | 25% | 15,000 | 5,516 | -46.7% |
| | 5302300 Office copier expense (ie. maint.) | 0 | 0 | 0 | | | 0 | 0 | 0.0% |
| | 5346700 IT Supplies (ie. Paper, toner) | 4,500 | 304 | 4,197 | 93% | 7% | 3,500 | 3,299 | 28.6% |
| | 5302600 Office Copier Supplies (ie. staples, cords) | 500 | 0 | 500 | 100% | 0% | 0 | 0 | 0.0% |
| | 5302900 Printing - Not Otherwise Classified | 2,500 | 1,203 | 1,297 | 52% | 48% | 2,500 | 2,092 | 0.0% |
| Communications | | | | | | | | | |
| | 5304100 Cell phones, PDAs, pagers | 3,000 | 521 | 2,479 | 83% | 17% | 2,125 | 2,125 | 41.2% |
| | 5304700 Telephone | 3,000 | 1,465 | 1,535 | 51% | 49% | 3,000 | 2,874 | 0.0% |
| | 5304800 Communications -Not Otherwise Classified | 1,000 | 349 | 651 | 65% | 35% | 300 | 275 | 233.3% |
| | 5304260 Maintenance | 0 | 0 | 0 | | | 0 | 0 | 0.0% |
| Postage | | | | | | | | | |
| | 5306200 Postage, stamps, stamped envelopes, etc. | 500 | 0 | 500 | 100% | 0% | 500 | 0 | 0.0% |
| | 5306600 Postage Meter (rent, repair, refills, supplies) | 5,000 | 916 | 4,084 | 82% | 18% | 5,300 | 4,832 | -5.7% |
| Travel: In State & OST | | | | | | | | | |
| | 5320220 Travel - In State Lodging | 1,000 | 319 | 681 | 68% | 32% | 1,000 | 708 | 0.0% |
| | 5320480 State Vehicle - related travel | 1,000 | 159 | 841 | 84% | 16% | 1,000 | 835 | 0.0% |
| | 5390850 State Vehicle - General Maintenance/Repair | 2,000 | 0 | 2,000 | 100% | 0% | 5,000 | 1,148 | -60.0% |
| | 5390800 State Vehicle - Gasoline | 2,000 | 704 | 1,296 | 65% | 35% | 2,000 | 1,636 | 0.0% |
| | 5308700 Insurance - Vehicle | 1,000 | 0 | 1,000 | 100% | 0% | 816 | 816 | 22.5% |
| | 5320400 Commercial Air Transportation | 12,000 | 3,998 | 8,002 | 67% | 33% | 10,500 | 10,264 | 14.3% |
| | 5320240 Travel - Per Diem Allowances | 2,000 | 107 | 1,893 | 95% | 5% | 2,000 | 268 | 0.0% |
| | 5320440 Private Car (ie. Mileage) | 4,500 | 895 | 3,605 | 80% | 20% | 4,100 | 4,033 | 9.8% |
| | 5320470 Rental Car | 1,500 | 334 | 1,166 | 78% | 22% | 1,500 | 1,246 | 0.0% |
| | 5320610 Travel - OST Lodging | 800 | 773 | 27 | 3% | 97% | 500 | 500 | 0.0% |
| | 5320630 Travel - OST Per Diem Allowances | 400 | 101 | 299 | 75% | 25% | 500 | 184 | 0.0% |
| | 5320260 Travel Agency Mgmt & Transaction Fees | 200 | 70 | 130 | 65% | 35% | 200 | 129 | 0.0% |
| | 5390870 Other Vehicle Operations Services | 1,000 | 0 | 1,000 | 100% | 0% | 2,600 | 2,600 | 0.0% |

| ITEM | FY 2019/20 BUDGET | TOTAL EXPENDITURES TO DATE | AVAILABLE BUDGET BALANCE (\$) | AVAILABLE BUDGET BALANCE (%) | BUDGET SPENT (%) | FY 2018/19 BUDGET | As of 06/30/19 | % FY19 over FY18 | |
|---|-------------------|----------------------------|-------------------------------|------------------------------|------------------|-------------------|------------------|------------------|--|
| Training | | | | | | | | | |
| 5322400 Tuition and Registration Fees | 6,000 | 4,955 | 1,045 | 17% | 83% | 500 | 155 | 1100.0% | |
| Facilities Operation | | | | | | | | | |
| 5324250 Facilities Planning - General Svs, etc | 6,000 | 1,117 | 4,883 | 81% | 19% | 6,000 | 4,560 | 0.0% | |
| 5362050 Improvements other than Buildings | 40,000 | 0 | 40,000 | 100% | 0% | 0 | 0 | 0.0% | |
| 5324100 Recurring Maintenance Services | 0 | 0 | 0 | | | 0 | 0 | 0.0% | |
| 5324450 Rent, Buildings and Grounds | 49,560 | 24,180 | 25,380 | 51% | 49% | 48,121 | 48,120 | 3.0% | |
| Professional Services | | | | | | | | | |
| Planning and Monitoring | | | | | | | | | |
| 5340330 Interdepartmental Professional Services | 3,000 | 615 | 2,385 | 79% | 21% | 2,000 | 1,197 | 50.0% | |
| 5340210 Accounting Interdepartment (PRO RATA PROCES | 232,100 | 0 | 232,100 | 100% | 0% | 208,000 | 64,268 | 11.6% | |
| 5340220 Administrative Interdepartment | 25,000 | 0 | 25,000 | 100% | 0% | 25,000 | 21,366 | 0.0% | |
| 5340310 Attorney General | 60,000 | 20,443 | 39,558 | 66% | 34% | 60,000 | 54,358 | 0.0% | |
| 5150800 Workers Compensation | 25,000 | 3,292 | 21,708 | 87% | 13% | 25,000 | 19,200 | 0.0% | |
| 5340420 External Administrative Services | 10,000 | 0 | 10,000 | 100% | 0% | 10,000 | 7,500 | 0.0% | |
| 5340490 External Prof Svs-IT | 120,000 | 17,995 | 102,005 | 85% | 15% | 80,000 | 56,305 | 50.0% | |
| 5340580 External Prof Svs-Other Consulting & Prof Svs | 45,000 | 21,137 | 23,863 | 53% | 47% | 40,000 | 39,923 | 12.5% | |
| Information Technology | | | | | | | | | |
| 5368025 Computer & Computer Equip (Non Capital) | 13,500 | 5,931 | 7,569 | 56% | 44% | 16,500 | 13,382 | -18.2% | |
| 5362240 Computer & Computer Equip (Capital) | 10,000 | 0 | 10,000 | 100% | 0% | 9,000 | 8,202 | 11.1% | |
| 5362290 Office Equipment (Capital) | 10,000 | 0 | 10,000 | 100% | 0% | 5,000 | 0 | 100.0% | |
| 5346390 IT Services - Other (Security, Archival, etc) | 12,000 | 2,428 | 9,572 | 80% | 20% | 3,000 | 2,460 | 300.0% | |
| 5346340 Software | 10,000 | 0 | 10,000 | 100% | 0% | 10,000 | 9,739 | 0.0% | |
| 5346320 Hardware Maintenance | 0 | 0 | 0 | | | 0 | 0 | 0.0% | |
| 5346500 Internet Service Provider | 20,000 | 5,136 | 14,864 | 74% | 26% | 14,400 | 12,126 | 38.9% | |
| 5346800 Electronic Waste and Disposal Fees | 200 | 0 | 200 | 100% | 0% | 120 | 68 | 0.0% | |
| 5346900 IT - Hardware/Construction | 14,000 | 0 | 14,000 | 100% | 0% | 0 | 0 | 0.0% | |
| Central Administration Services | | | | | | | | | |
| 5432000 Grants & Subventions - Governmental | 25,000 | 0 | 25,000 | 100% | 0% | 68,980 | 55,000 | -63.8% | |
| 5432500 Grants & Subventions - NonGovernmental | 80,000 | 62,600 | 17,400 | 22% | 78% | 16,100 | 16,010 | 396.9% | |
| OPERATIONS SUBTOTAL | 981,060 | 193,037 | 788,023 | 80% | 20% | 739,337 | 489,361 | 32.7% | |
| TOTAL EXPENSES | 1,963,000 | 525,276 | 1,437,724 | 73% | 27% | 1,337,000 | 1,069,844 | 46.8% | |

Exhibit B: Report on Advance Funds

Fiscal Year 2019-2020
Balances as of 12/31/19

| RMC Project Number | Project Name | Grantee | Total Funds Granted from RMC | Advance Amt. Requested | Date on Advance Check from SCO | Remaining balance from advance request | Deadline for Expenditure of Advance | Status |
|---------------------------|---------------------|----------------|-------------------------------------|-------------------------------|---------------------------------------|---|--|---------------|
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

| Contract Number | Contractor Name | Amount of contract | Start Date | End Date | Scope of Work |
|-----------------|----------------------------------|--------------------|------------|------------|---|
| 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. |
| RMC18510 | Urbanism Advisors | \$ 9,999.99 | 03/01/19 | 12/31/19 | Specialized consulting services related to the RMC's expansion (AB 1694), including outreach to local governments and agencies, attendance in meetings with team and elected officials, and other tasks necessary to support the expansion. |
| RMC18512 | North Star Alliances, LLC | \$ 12,000.00 | 04/01/19 | 07/31/19 | Contractor agrees to provide SGLL Rivers and Mountains Conservancy with comprehensive event management and production services for their Urban River Revitalization Summit and 20th Anniversary events to be held in July 2019. |
| RMC18513 | Geosyntec Consultants | \$ 937,710.00 | 4/22/2019 | 12/31/2019 | Lower Los Angeles River – Southeast Los Angeles Cultural Center. The Rivers and Mountains Conservancy with the County of Los Angeles is developing a project for a Community Cultural Center in Southeast Los Angeles. The project will begin with an evaluation of three potential sites along the Los Angeles River and the Rio Hondo in the cities of South Gate, Cudahy, and Bell Gardens. |
| RMC18514 | US Bank CAL-Card | \$ 10,000.00 | 4/24/2019 | 12/31/2020 | The CAL-Card is a "no cost" program unless an unpaid invoice has accrued late penalties; late penalties are assessed on day 46 from the invoice date. Card will be used for vendors that do not accept purchase orders (i.e. DropBox) |
| RMC19501 | Department of General Services | \$24,472.50 | 07/01/19 | 06/30/20 | 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. |
| RMC19502 | State Controller's Office | \$2,000.00 | 07/01/19 | 06/30/20 | SCO expedite service fees for warrants |
| RMC19503 | Watershed Conservation Authority | \$50,000.00 | 07/01/19 | 06/30/20 | This agreement will provide WCA services, consisting of coordination and oversight of property management scope provided by Property Management Consultants/Contractors. |
| RMC19504 | Los Cerritos Wetlands Authority | \$ 9,999.00 | 10/01/19 | 09/30/20 | Support Services for the Joint Powers Authority (JPA) that will cover operational expense items on the JPA Annual Budget. |
| RMC19505 | Suely Saro | \$ 9,999.99 | 07/01/19 | 09/30/19 | Provide project management and oversight in the formation of the Lower Los Angeles River Recreation and Park District, per requirements in SB 1374. Additional project management and support as needed. |
| RMC19506 | Watershed Conservation Authority | \$ 1,500,000.00 | 07/01/19 | 06/30/20 | Benefits accruing as a result of the transactions completed by this Agreement, including, without limitation, (i) fulfillment of the Authority's mission (ii) direct benefits such as revenues from the projects and increased revenues from property, parking, business, utility, (iii) the enhanced economic opportunities for business surrounding the projects and in the Lower Los Angeles and San Gabriel River watersheds, and (iv) the benefits such as revitalization of the Lower Los Angeles River together with the Authority's obligations under this Agreement, its communities, partners, and grantors, represent fair consideration for all of the obligations to be understood by the Conservancy as contemplated by this Agreement. |
| RMC19507 | Cyber Specialists, Inc | \$255,000 | 12/01/19 | 06/30/23 | Professional services included, but not limited to, assisting in the design, configuration and on-going maintenance/service of existing onsite network and GIS servers, and support. |