

**DATE:** June 26, 2017  
**TO:** RMC Governing Board  
**FROM:** Mark Stanley, Executive Officer  
**SUBJECT:** Item 9B: Capital Outlay & Support Budget

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**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 9C on the agenda, Cumulative Grant Project Status Summary.

This report reflects balances as of March 31, 2017.

(A)	(B)	(C)	(D)	(E)	(F)
Bond	Appropriation	Encumbered	Approved Pending Encumbrance	Projects Pending Board Approval	Balance
Prop 13	\$0	\$0	\$0	\$0	\$0
Prop 40	\$39,200,000	\$39,200,000	\$0	\$0	\$0
Prop 50	\$19,600,000	\$19,023,779	\$0	\$0	\$576,221
Prop 84	\$46,700,000	\$44,229,673	\$0	\$0	\$2,470,327
Prop 1 (Section 79731(f))	\$18,150,000	\$13,727,789	\$0	\$1,692,575	\$2,729,636
Prop 1 (Section 79735(a))	\$0	\$0	\$0	\$0	\$0
Totals	\$123,650,000	\$116,181,241	\$0	\$1,692,575	\$5,776,184

**Projects Approved Pending Encumbrance:**

None

## **Support Budget and Expenditures**

Fiscal Year 2016/17 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 “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 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 June 19, 2017.

The expense report displays and tracks the administrative and operation expenses for the RMC. The report includes Personnel Services and Operating Expenses/Equipment. Attached as Exhibit B-1 is the Support & Operations Budget for Fiscal Year 2017-2018.

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 2016-2017 Support & Operations***

***Exhibit B-1 – FY 2017-2018 Support & Operations***

***Exhibit C – Contracts***

**Exhibit A: Report on Advance Funds**

Fiscal Year 2016-2017

Balances as of May 31, 2017

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	\$15,633.63	06/30/17	Remaining advance balance to be returned to RMC
RMC13002	Gateway Cities and Urban Planning Project	North East Trees	\$250,000.00	\$49,041.75	03/20/17	04/20/17	\$0.00	05/20/17	Reconciliation in progress.
RMC13006	Citrus Grove Heights Bike Stop Project	Watershed Conservation Authority	\$30,000.00	\$20,500.00	03/10/14	04/02/14	\$15,417.50	06/30/17	Funds to be reallocated to an active RMC grant
RMC14001	River Wilderness Park Entry	Watershed Conservation Authority	\$455,998.00	\$274,295.00	12/12/14	01/21/15	\$139,328.98	06/30/17	Remaining advance balance to be returned to RMC
RMC14004	Rio Hondo Trailhead Acquisition Project	Watershed Conservation Authority	\$1,000,000.00	\$7,500.00	05/30/17	06/14/17	\$7,500.00	07/14/17	Funds expected to expended by deadline
RMC15102	Roberts Canyon Foothill Area Acquisition	Watershed Conservation Authority	\$52,500.00	\$5,000.00	05/13/15	07/20/15	\$2,467.35	06/30/17	Remaining advance balance to be returned to RMC
RMC15106	Emerald Necklace Master Plan Project	Watershed Conservation Authority	\$31,000.00	\$15,000.00	03/29/17	05/15/17	\$5,587.70	06/30/17	Grant to be extended
RMC15113	Washington Park Project	Los Angeles Neighborhood Land Trust	\$250,000.00	\$45,000.00	03/17/17	05/12/17	\$0.00	06/12/17	Reconciliation in progress.
RMC16001	Vasquez Acquisition	Watershed Conservation Authority	\$720,000.00	\$20,000.00	03/02/17	05/15/17	\$18,338.91	06/30/17	Funds expected to be expended by deadline

**EXHIBIT B**  
**RIVERS AND MOUNTAINS CONSERVANCY**  
**FY 2016-2017**

Date of Report      June 19, 2017

<b>REVENUE</b>				
<b>ITEM</b>	<b>BUDGET</b>	<b>FUND #</b>	<b>% Exp.</b>	<b>Balance</b>
ENVIRONMENTAL LICENSE PLATES	481,000	0140	25%	
PROPOSITION 40	154,000	6029	8%	
PROPOSITION 50	328,000	6031	14%	
PROPOSITION 84	96,000	6051	11%	
PROPOSITION 1	975,000	6083	32%	
			10%	
<b>TOTAL REVENUE</b>	<b>2,034,000</b>		<b>100%</b>	

					<b>Month</b>	<b>FY Completed</b>
<b>EXPENSES</b>					<b>Jun</b>	<b>97.0%</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>748,000</b>	<b>423,419</b>		<b>324,581</b>	<b>43%</b>	<b>57%</b>

Operating Expenses and Equipment

General Expense

<a href="#">5301700</a>	Miscellaneous Office Supplies	5,000	5,240	(240)	-5%	105%
<a href="#">5301350</a>	Freight and Drayage	0	0	0		
<a href="#">5301050</a>	Advertising	1,250	0	1,250	100%	0%
<a href="#">5301150</a>	Conferences	2,000	624	1,376	69%	31%
<a href="#">5301450</a>	Library purchases	500	0	500	100%	0%
<a href="#">5368115</a>	Office Equipment (non capital)	10,000	6,078	3,922	39%	61%
<a href="#">5362290</a>	Office equipment (capital)	5,300	0			
<a href="#">5301620</a>	Office equipment rental, maint.,& repair	1,000	0	1,000	100%	0%
238	NOC goods	0		0		
<a href="#">5368045</a>	Furniture	500	403	97	19%	81%

Printing

<a href="#">5302800</a>	Photocopy	0	0	0		
<a href="#">5302300</a>	Office copier expense (rental, maint.)	1,000	0	1,000	100%	0%
<a href="#">5302100</a>	Printed forms and stationary	0	0	0		
<a href="#">5302600</a>	Office Copier Supplies	8,500	8,107	393	5%	95%
<a href="#">5302900</a>	Printing - Not Otherwise Classified	2,745	2,745	0	0%	100%
<a href="#">5346700</a>	Supplies - Paper, toner, etc	500	223			

Communications

<a href="#">5304100</a>	Cell phones, PDAs, pagers	600	597	3	1%	99%
<a href="#">5304220</a>	Central communication	0	0	0		
<a href="#">5304450</a>	Messenger services	0	0	0		
<a href="#">5304700</a>	Telephone	8,000	4,136	3,864	48%	52%
<a href="#">5304800</a>	Communications -Not Otherwise Classified	2,000	1,684	316	16%	84%
<a href="#">5304260</a>	Maintenance	0	0	0		

Postage

<a href="#">5306200</a>	Postage, stamps, stamped envelopes, etc.	2,000	0	2,000	100%	0%
<a href="#">5306600</a>	Postage Meter (rent, repair, refills, supplies)	2,000	1,866	134	7%	93%
<a href="#">5306700</a>	Postage - Other	100	0	100	100%	0%

ITEM		BUDGET	TOTAL EXPENDITURES TO DATE	ENCUMBRANCE	AVAILABLE BUDGET BALANCE (\$)	AVAILABLE BUDGET BALANCE (%)	BUDGET SPENT (%)
Travel: In-State							
5320220	Travel - Per Diem Allowances	0	0		0		
<a href="#">5362295</a>	State Vehicle	60,333	28,633		31,700	53%	47%
<a href="#">5390850</a>	State Vehicle - General Maintenance/Repair	31,000	3,341		27,659	89%	11%
<a href="#">5390800</a>	State Vehicle - Gasoline	4,000	2,334		1,666	42%	58%
<a href="#">5308700</a>	Insurance - Vehicle	1,000	553		447	45%	55%
<a href="#">5320400</a>	Commercial Air Transportation	5,000	3,329		1,671	33%	67%
5320430	Other Transportation	0	0		0		
5320440	Private Car	0	0		0		
5320470	Rental Car	0	0		0		
5320420	Taxi and Shuttle Service	300	0		300	100%	0%
<a href="#">5320260</a>	Travel Agency Mgmt & Transaction Fees	500	22		478	96%	4%
Training							
5322400	Tuition and Registration Fees	0	0		0		
5322300	Training Films and Slides	0	0		0		
Facilities Operation							
<a href="#">5324250</a>	Facilities Planning - General Svs, etc	1,000	866		134	13%	87%
5324500	Security	0	0		0		
5324100	Recurring Maintenance Services	0	0		0		
<a href="#">5324450</a>	Rent, Buildings and Grounds	48,500	44,110		4,390	9%	91%
5324600	Waste Removal	0	0		0		
<a href="#">5324550</a>	Special Repairs & Deferred Maintenance	0	0		0		
Utilities							
5326100	Electricity	0	0		0		
5326500	Propane (Heating)	0	0		0		
5326700	Water	0	0		0		
5326600	Sewer	0	0		0		
5326900	Utilities - Not Otherwise Classified	0	0		0		
Professional Services							
	Planning and Monitoring						
<a href="#">5340330</a>	Interdepartmental Professional Services	305,513	24,102		281,411	92%	8%
<a href="#">5340210</a>	Accounting Interdepartment	140,000	103,500		36,500	26%	74%
<a href="#">5340220</a>	Administrative Interdepartment	5,000	720		4,280	86%	14%
<a href="#">5340310</a>	Attorney General	20,000	18,530		1,470	7%	93%
<a href="#">5150800</a>	Workers Compensation	6,000	3,704		2,296	38%	62%
<a href="#">5340420</a>	External Professional Services	362,459	80		362,379	100%	0%
<a href="#">5340490</a>	External Prof Svs-IT	100,000	31,230		68,771	69%	31%
<a href="#">5340580</a>	External Prof Svs-Other Consulting & Prof Svs	35,000	20,000		15,000	43%	57%
<a href="#">5340550</a>	Reimb EXP-non-taxa	0	0		0		
Information Technology							
<a href="#">5368025</a>	Computer & Computer Equip (Non Capital)	8,000	7,229		771	10%	90%
<a href="#">5346390</a>	IT Services - Other (Security, Archival, etc)	1,400	1,343		57	4%	96%
<a href="#">5346340</a>	Software Maintenance	3,000	3,498		(498)	-17%	117%
<a href="#">5346320</a>	Hardware Maintenance	0	0		0		
<a href="#">5346100</a>	Data Lines	0	0		0		
<a href="#">5346500</a>	Internet Service Provider	20,000	6,418		13,582	68%	32%
<a href="#">5346800</a>	Electronic Waste and Disposal Fees	0	0		0		
<a href="#">5346900</a>	IT - Other	0	0		0		
Central Administration Services							
<a href="#">5348250</a>	Pro Rata	0	0		0		
<a href="#">5432000</a>	Grants & Subventions - Governmental	65,000	64,499		501	1%	99%
<a href="#">5432500</a>	Grants & Subventions - NonGovernmental	10,000	10,000		0	0%	100%
OPERATIONS SUBTOTAL		1,286,000	409,744	0	870,679	68%	32%
<b>TOTAL EXPENSES</b>		<b>2,034,000</b>	<b>833,163</b>	<b>0</b>	<b>1,195,260</b>	<b>59%</b>	<b>41%</b>

**EXHIBIT B-1**  
**RIVERS AND MOUNTAINS CONSERVANCY**  
**FY 2017-2018**

Date of Report July 1, 2017

<b>REVENUE</b>				
<b>ITEM</b>	<b>BUDGET</b>	<b>FUND #</b>	<b>% Exp.</b>	<b>Balance</b>
ENVIRONMENTAL LICENSE PLATES	507,564	0140	37%	507,564
PROPOSITION 40	501,566	6029	37%	501,566
PROPOSITION 50	117,000	6031	9%	117,000
PROPOSITION 84	236,193	6051	17%	236,193
PROPOSITION 1	0	6083	0%	0
<b>TOTAL REVENUE</b>	<b>1,362,323</b>		<b>100%</b>	

					<b>Month</b>	<b>FY Completed</b>
<b>EXPENSES</b>					<b>Jul</b>	<b>0.0%</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>700,000</b>	<b>0</b>		<b>700,000</b>	<b>100%</b>	<b>0%</b>

Operating Expenses and Equipment

General Expense

<a href="#">5301700</a>	Miscellaneous Office Supplies	5,000	0	5,000	100%	0%
<a href="#">5301350</a>	Freight and Drayage	0	0	0		
<a href="#">5301050</a>	Advertising	500	0	500	100%	0%
<a href="#">5301150</a>	Conferences	2,000	0	2,000	100%	0%
<a href="#">5301450</a>	Library purchases	0	0	0		
<a href="#">5368115</a>	Office Equipment (non capital)	10,000	0	10,000	100%	0%
<a href="#">5301620</a>	Office equipment rental, maint.,& repair	1,000	0	1,000	100%	0%
238	NOC goods	0		0		
<a href="#">5368045</a>	Furniture	500	0	500	100%	0%

Printing

<a href="#">5302800</a>	Photocopy (ie. Xerox)	3,350	0	3,350	100%	0%
<a href="#">5302300</a>	Office copier expense (ie. maint.)	1,000	0	1,000	100%	0%
<a href="#">5302100</a>	Printed forms and stationary	0	0	0		
<a href="#">5346700</a>	IT Supplies (ie. Paper, toner)	3,350		3,350	100%	0%
<a href="#">5302600</a>	Office Copier Supplies (ie. staples, cords)	0	0	0		
<a href="#">5302900</a>	Printing - Not Otherwise Classified	2,750	0	2,750	100%	0%

Communications

<a href="#">5304100</a>	Cell phones, PDAs, pagers	0	0	0		
<a href="#">5304220</a>	Central communication	2,000	0	2,000	100%	0%
<a href="#">5304450</a>	Messenger services	0	0	0		
<a href="#">5304700</a>	Telephone	8,000	0	8,000	100%	0%
<a href="#">5304800</a>	Communications -Not Otherwise Classified	0	0	0		
<a href="#">5304260</a>	Maintenance	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	0	2,000	100%	0%
<a href="#">5306700</a>	Postage - Other	100	0	100	100%	0%

ITEM		BUDGET	TOTAL EXPENDITURES TO DATE	ENCUMBRANCE	AVAILABLE BUDGET BALANCE (\$)	AVAILABLE BUDGET BALANCE (%)	BUDGET SPENT (%)
Travel: In-State					0		
5320220	Travel - Per Diem Allowances	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	30,000	0		30,000	100%	0%
<a href="#">5390800</a>	State Vehicle - Gasoline	5,000	0		5,000	100%	0%
<a href="#">5308700</a>	Insurance - Vehicle	1,000	0		1,000	100%	0%
<a href="#">5320400</a>	Commercial Air Transportation	5,000	0		5,000	100%	0%
5320430	Other Transportation	0	0		0		
5320440	Private Car	0	0		0		
5320470	Rental Car	0	0		0		
5320420	Taxi and Shuttle Service	300	0		300	100%	0%
<a href="#">5320260</a>	Travel Agency Mgmt & Transaction Fees	500	0		500	100%	0%
Training					0		
5322400	Tuition and Registration Fees	0	0		0		
5322300	Training Films and Slides	0	0		0		
Facilities Operation					0		
<a href="#">5324250</a>	Facilities Planning - General Svs, etc	1,060	0		1,060	100%	0%
5324500	Security	0	0		0		
5324100	Recurring Maintenance Services	0	0		0		
<a href="#">5324450</a>	Rent, Buildings and Grounds	49,803	0		49,803	100%	0%
5324600	Waste Removal	0	0		0		
<a href="#">5324550</a>	Special Repairs & Deferred Maintenance	0	0		0		
Utilities					0		
5326100	Electricity	0	0		0		
5326500	Propane (Heating)	0	0		0		
5326700	Water	0	0		0		
5326600	Sewer	0	0		0		
5326900	Utilities - Not Otherwise Classified	0	0		0		
Professional Services							
	Planning and Monitoring						
<a href="#">5340330</a>	Interdepartmental Professional Services	50,000	0		50,000	100%	0%
<a href="#">5340210</a>	Accounting Interdepartment	179,000	0		179,000	100%	0%
<a href="#">5340220</a>	Administrative Interdepartment	5,000	0		5,000	100%	0%
<a href="#">5340310</a>	Attorney General	20,000	0		20,000	100%	0%
<a href="#">5150800</a>	Workers Compensation	5,000	0		5,000	100%	0%
<a href="#">5340420</a>	External Professional Services	5,000	0		5,000	100%	0%
<a href="#">5340490</a>	External Prof Svs-IT	67,610	0		67,610	100%	0%
<a href="#">5340580</a>	External Prof Svs-Other Consulting & Prof Svs	35,000	0		35,000	100%	0%
<a href="#">5340550</a>	Reimb EXP-non-taxa	0	0		0		
Information Technology							
<a href="#">5368025</a>	Computer & Computer Equip (Non Capital)	8,000	0		8,000	100%	0%
<a href="#">5362240</a>	Computer & Computer Equip (Capital)	6,000	0		6,000	100%	0%
<a href="#">5346390</a>	IT Services - Other (Security, Archival, etc)	1,500	0		1,500	100%	0%
<a href="#">5346340</a>	Software Maintenance	3,500	0		3,500	100%	0%
<a href="#">5346320</a>	Hardware Maintenance	0	0		0		
<a href="#">5346100</a>	Data Lines	0	0		0		
<a href="#">5346500</a>	Internet Service Provider	15,000	0		15,000	100%	0%
<a href="#">5346800</a>	Electronic Waste and Disposal Fees	0	0		0		
<a href="#">5346900</a>	IT - Other	0	0		0		
Central Administration Services							
<a href="#">5348250</a>	Pro Rata	0	0		0		
<a href="#">5432000</a>	Grants & Subventions - Governmental	75,000	0		75,000	100%	0%
<a href="#">5432500</a>	Grants & Subventions - NonGovernmental	15,000	0		15,000	100%	0%
OPERATIONS SUBTOTAL		662,323	0	0	662,323	100%	0%
<b>TOTAL EXPENSES</b>		<b>1,362,323</b>	<b>0</b>	<b>0</b>	<b>1,362,323</b>	<b>100%</b>	<b>0%</b>

**EXHIBIT C: FISCAL YEAR 2016-2017 CONTRACT REPORT**

<b>Contract Number</b>	<b>Contractor Name</b>	<b>Amount of contract</b>	<b>Start Date</b>	<b>End Date</b>	<b>Scope of Work</b>
RMC16501	State Controllers Office	\$2,000.00	7/1/2016	6/30/2017	State Controller to expedite payments as requested by the Rivers and Mountains Conservancy.
RMC16502	Department of General Services	\$138,000.00	7/1/2016	6/30/2017	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, 2016 through June 30, 2017.
RMC16503	Department of General Services-Human Resources	\$19,225.00	7/1/2016	6/30/2017	DGS - CFS will provide Human Resources Management Services for San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy (RMC) for the period of July 1, 2016 through June 30, 2017.
RMC16504	Watershed Conservation Authority	\$40,000.00	7/1/2016	6/30/2017	This agreement will provide WCA services, consisting of coordination and oversight of property management scope provided by Property Management Consultants/Contractors.
RMC16505	Simon Computer Solutions	\$36,000.00	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)
RMC16604	Los Cerritos Wetlands Authority	\$9,995.00	7/1/2016	6/30/2017	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.
RMC16605	Watershed Conservation Authority	\$5,000.00	7/1/2016	6/30/2017	Support of AB530 Event
RMC16606	Watershed Conservation Authority	\$9,999.00	7/1/2016	6/30/2017	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.
RMC16607	Los Cerritos Wetlands Authority	\$9,900.00	7/1/2016	6/30/2017	This agreement will provide the RMC with Consulting Services by Laurie Collins for the purpose of providing representation and legal review of the various properties
RMC16608	City of Azusa	\$9,999.00	7/1/2016	6/30/2017	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.
RMC16609	Watershed Conservation Authority	\$9,999.00	7/1/2016	6/30/2017	Duck Farm Outreach.
RMC16610	Watershed Conservation Authority	\$5,000.00	7/1/2016	6/30/2017	Professional services to aid in the administration of the RMC administrative and fiscal activities.
RMC16111	Watershed Conservation Authority	\$9,500.00	5/18/2017	6/30/2017	Mt. Baldy dedication and Duck Farm Native Planting Outreach grant for activities, materials, labor, and incidentals related but not limited to printing and event supplies.