

**DATE:** July 9, 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, 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 July 1, 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	\$ 38,254,000	\$ -	\$ 372,000	\$ -
Prop 50	\$ 17,016,428	\$ 16,951,428	\$ -	\$ 65,000	\$ -
Prop 84	\$ 36,000,000	\$ 34,462,044	\$ -	\$ 1,537,956	\$ -
Prop 1 (Section 79731f)	\$ 26,750,000	\$ 12,949,605	\$ -	\$ 3,000,000	\$ 10,800,395
Prop 1 (Section 79735a)	\$ 46,550,000	\$ 4,895,575	\$ 250,000	\$ -	\$ 41,404,425
<b>Total</b>	<b>\$ 164,942,428</b>	<b>\$ 107,512,652</b>	<b>\$ 250,000</b>	<b>\$ 4,974,956</b>	<b>\$ 52,204,820</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 their Joint Powers Authorities – Mountains Recreation and Conservation Authority and Watershed Conservation Authority – 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 June 30, 2018.

Attached as Exhibit B-1 is the Support & Operations budget for Fiscal Year 2018/2019. The report includes program delivery/support revenue from the recently voter-passed Proposition 68 (Fund 6088).

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 B-1 – FY 2018-2019 Support & Operations***

***Exhibit C – Contracts***

Exhibit A: Report on Advance Funds

Fiscal Year 2017-2018  
Balances as of 06/30/18

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	\$126,131.49	06/08/15	08/04/15	\$ 18,687.44	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	\$ 10,671.67	03/23/18	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	01/31/18	Return of \$134,086.98 plus accrued interest in process
RMC16001	Vasquez Acquisition	Watershed Conservation Authority	\$720,000.00	\$20,000.00	03/02/17	05/15/17	\$ 8,872.69	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	\$ 20,011.75	02/26/18	Return of \$20,011.75 in process

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

Date of Report      June 30, 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%	116,410
PROPOSITION 40	250,634	6029	19%	62,745
PROPOSITION 50	254,033	6031	19%	63,596
PROPOSITION 84	149,092	6051	11%	37,324
PROPOSITION 1	201,000	6083	15%	50,319
<b>TOTAL REVENUE</b>	<b>1,319,759</b>		<b>100%</b>	

<b>EXPENSES</b>	<b>BUDGET</b>	<b>TOTAL EXPENDITURES TO DATE</b>	<b>ENCUMBRANCE</b>	<b>AVAILABLE BUDGET BALANCE (\$)</b>	<b>Month</b>	<b>FY Completed</b>
					<b>Jun</b>	<b>99.2%</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>587,821</b>	<b>444,981</b>		<b>142,840</b>	<b>24%</b>	<b>76%</b>

Operating Expenses and Equipment

General Expense

<a href="#">5301700</a>	Miscellaneous Office Supplies	2,600	2,331	269	10%	90%
<a href="#">5301350</a>	Freight and Drayage	0	0	0	0%	0%
<a href="#">5301050</a>	Advertising	500	453	47	9%	91%
<a href="#">5301150</a>	Conferences	25,055	22,652	2,403	10%	90%
<a href="#">5301500</a>	Meeting	1,000	455	545	55%	46%
<a href="#">5301450</a>	Library purchases	0	0	0	0%	0%
<a href="#">5368115</a>	Office Equipment (non capital)	3,500	2,252	1,248	36%	64%
<a href="#">5301620</a>	Office equipment rental, maint., & repair	500	0	500	100%	0%
<a href="#">5368045</a>	Furniture	500	0	500	100%	0%

Printing

<a href="#">5302800</a>	Photocopy (ie. Xerox)	28,252	28,025	227	1%	99%
<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)	2,000	1,626	374	19%	81%
<a href="#">5302600</a>	Office Copier Supplies (ie. staples, cords)	0	0	0	0%	0%
<a href="#">5302900</a>	Printing - Not Otherwise Classified	4,000	3,791	209	5%	95%

Communications

<a href="#">5304100</a>	Cell phones, PDAs, pagers	500	477	23	5%	95%
<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	2,600	2,552	48	2%	98%
<a href="#">5304800</a>	Communications -Not Otherwise Classified	120	91	29	24%	76%
<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	1,832	168	8%	92%
<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	36,718	282	1%	99%
<a href="#">5390850</a>	State Vehicle - General Maintenance/Repair	1,000	608	392	39%	61%
<a href="#">5390800</a>	State Vehicle - Gasoline	5,500	5,107	393	7%	93%
<a href="#">5308700</a>	Insurance - Vehicle	1,000	517	483	48%	52%
<a href="#">5320400</a>	Commercial Air Transportation	5,000	3,635	1,365	27%	73%
5320430	Other Transportation	0	0	0	0%	0%
<a href="#">5320440</a>	Private Car (ie. Mileage)	600	565	35	0%	94%
<a href="#">5320470</a>	Rental Car	200	91	109	55%	45%
<a href="#">5320490</a>	Travel - Other (ie. Parking)	100	38	62	62%	38%
<a href="#">5320260</a>	Travel Agency Mgmt & Transaction Fees	500	44	456	91%	9%

Item 7B

ITEM	BUDGET	TOTAL EXPENDITURES TO DATE	ENCUMBRANCE	AVAILABLE BUDGET BALANCE (\$)	AVAILABLE BUDGET BALANCE (%)	BUDGET SPENT (%)
Training						
5322400 Tuition and Registration Fees	600	0		600	0%	0%
5322300 Training Films and Slides	0	0		0	0%	0%
Facilities Operation						
<a href="#">5324250</a> Facilities Planning - General Svs, etc	10,000	9,645		355	4%	96%
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	48,120		1,683	3%	97%
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	1,000	860		140	14%	86%
<a href="#">5340210</a> Accounting Interdepartment	179,000	135,764		43,236	24%	76%
<a href="#">5340220</a> Administrative Interdepartment	40,000	16,865		23,135	58%	42%
<a href="#">5340310</a> Attorney General	88,451	63,451		25,000	28%	72%
<a href="#">5150800</a> Workers Compensation	5,000	3,216		1,784	36%	64%
<a href="#">5340420</a> External Professional Services	5,000	0		5,000	100%	0%
<a href="#">5340490</a> External Prof Svs-IT	67,610	43,893		23,718	35%	65%
<a href="#">5340580</a> External Prof Svs-Other Consulting & Prof Svs	5,000	971		4,029	81%	19%
<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	5,306		2,694	34%	66%
<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	863		637	42%	58%
<a href="#">5346340</a> Software Maintenance	6,000	5,877		123	2%	98%
<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	14,022	11,090		2,932	21%	79%
<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	7,500		7,500	50%	50%
<b>OPERATIONS SUBTOTAL</b>	<b>731,938</b>	<b>546,009</b>		<b>185,929</b>	<b>25%</b>	<b>75%</b>
<b>TOTAL EXPENSES</b>	<b>1,319,759</b>	<b>990,990</b>	<b>0</b>	<b>328,769</b>	<b>25%</b>	<b>75%</b>

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

Date of Report July 1, 2018

REVENUE				
ITEM	BUDGET	FUND #	% Exp.	Balance
ENVIRONMENTAL LICENSE PLATES	480,000	0140	35%	480,000
PROPOSITION 40	169,000	6029	12%	169,000
PROPOSITION 50	5,000	6031	0%	5,000
PROPOSITION 84	102,000	6051	7%	102,000
PROPOSITION 1	201,000	6083	14%	201,000
PROPOSITION 68	430,000	6088	31%	430,000
<b>TOTAL REVENUE</b>	<b>1,387,000</b>		<b>100%</b>	

EXPENSES						Month	FY Completed		
						Jul	0.3%		
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 Civil Service Employees	726,497	0	726,497	100%	0%	587,821	23.6%		
Operating Expenses and Equipment									
General Expense									
5301700 Miscellaneous Office Supplies	2,600	0	2,600	100%	0%	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	0	1,000	100%	0%	1,000	0.0%		
5301450 Library purchases	0	0	0			0	0.0%		
5368115 Office Equipment (non capital)	3,500	0	3,500	100%	0%	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%		
Printing									
5302800 Photocopy (ie. Xerox)	15,000	0	15,000	100%	0%	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	0	2,500	100%	0%	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	0	500	100%	0%	500	0.0%		
5304450 Messenger services	0	0	0			0	0.0%		
5304700 Telephone	2,600	0	2,600	100%	0%	2,600	0.0%		
5304800 Communications -Not Otherwise Classified	120	0	120	100%	0%	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	0	2,000	100%	0%	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	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	0	5,500	100%	0%	5,500	0.0%		
5308700 Insurance - Vehicle	800	0	800	100%	0%	1,000	-20.0%		
5320400 Commercial Air Transportation	5,000	0	5,000	100%	0%	5,000	0.0%		
5320240 Travel - Per Diem Allowances	1,000	0	1,000	100%	0%	100	900.0%		
5320440 Private Car (ie. Mileage)	1,000	0	1,000	100%	0%	600	66.7%		
5320470 Rental Car	200	0	200	100%	0%	200	0.0%		
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%		
5320260 Travel Agency Mgmt & Transaction Fees	200	0	200	100%	0%	500	-60.0%		

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
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	49,803	0	49,803	100%	0%	49,803	0.0%
Professional Services								
Planning and Monitoring								
5340330	Interdepartmental Professional Services	1,000	0	1,000	100%	0%	1,000	0.0%
5340210	Accounting Interdepartment	182,580	0	182,580	100%	0%	179,000	2.0%
5340220	Administrative Interdepartment	25,000	0	25,000	100%	0%	40,000	-37.5%
5340310	Attorney General	60,000	0	60,000	100%	0%	88,451	-32.2%
5150800	Workers Compensation	5,000	0	5,000	100%	0%	5,000	0.0%
5340420	External Professional Services	5,000	0	5,000	100%	0%	5,000	0.0%
5340490	External Prof Svs-IT	76,000	0	76,000	100%	0%	67,610	12.4%
5340580	External Prof Svs-Other Consulting & Prof Svs	5,000	0	5,000	100%	0%	5,000	0.0%
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)	10,000	0	10,000	100%	0%	15,325	-34.7%
5346390	IT Services - Other (Security, Archival, etc)	1,000	0	1,000	100%	0%	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	0	14,400	100%	0%	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	110,000	0	110,000	100%	0%	90,000	22.2%
5432500	Grants & Subventions - NonGovernmental	15,000	0	15,000	100%	0%	15,000	0.0%
Special Items of Expense								
5415000	Claims Against the State	0	0	0			0	0.0%
<b>OPERATIONS SUBTOTAL</b>		<b>660,503</b>	<b>0</b>	<b>660,503</b>	<b>100%</b>	<b>0%</b>	<b>731,938</b>	<b>-9.8%</b>
<b>TOTAL EXPENSES</b>		<b>1,387,000</b>	<b>0</b>	<b>1,387,000</b>	<b>100%</b>	<b>0%</b>	<b>1,319,759</b>	<b>5.1%</b>