

**DATE:** April 29, 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 8C Cumulative Grant Project Status Summary.

This report reflects balances as of April 15, 2019.

<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	\$ 38,626,000	\$ -	\$ -	\$ -
Prop 50	\$ 17,016,428	\$ 17,016,428	\$ -	\$ -	\$ -
Prop 84	\$ 36,000,000	\$ 35,870,000	\$ 130,000		\$ -
Prop 1 (Section 79731f)	\$ 27,930,000	\$ 16,785,289	\$ -	\$ 2,512,643	\$ 8,632,068
Prop 1 (Section 79735a)	\$ 46,550,000	\$ 6,602,115	\$ -	\$ 8,760,000	\$ 31,187,885
Prop 68	\$ 62,528,000	\$ -	\$ -	\$ -	\$ 62,528,000
<b>Total</b>	<b>\$ 228,650,428</b>	<b>\$ 114,899,832</b>	<b>\$ 130,000</b>	<b>\$ 11,272,643</b>	<b>\$ 102,347,953</b>

### **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, not to exceed \$130,000).

## **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 March 31, 2019.

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 03/15/19

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      March 31, 2019

<b>REVENUE</b>				
<b>ITEM</b>	<b>BUDGET</b>	<b>FUND #</b>	<b>% Exp.</b>	<b>Balance</b>
ENVIRONMENTAL LICENSE PLATES	430,000	0140	32%	152,976
PROPOSITION 40	169,000	6029	13%	84,884
PROPOSITION 50	5,000	6031	0%	2,511
PROPOSITION 84	102,000	6051	8%	51,231
PROPOSITION 1	201,000	6083	15%	100,956
PROPOSITION 68	430,000	6088	32%	329,956
<b>TOTAL REVENUE</b>	<b>1,337,000</b>		<b>100%</b>	

						<b>Month</b>	<b>FY Completed</b>		
						<b>Mar</b>	<b>75.1%</b>		
<b>EXPENSES</b>						<b>AVAILABLE BUDGET BALANCE (\$)</b>	<b>AVAILABLE BUDGET BALANCE (%)</b>	<b>FY 2017/18 BUDGET</b>	<b>% FY19 over FY18</b>
<b>ITEM</b>	<b>FY 2018/19 BUDGET</b>	<b>TOTAL EXPENDITURES TO DATE</b>	<b>AVAILABLE BUDGET BALANCE (\$)</b>	<b>AVAILABLE BUDGET BALANCE (%)</b>	<b>BUDGET SPENT (%)</b>	<b>FY 2017/18 BUDGET</b>	<b>% FY19 over FY18</b>		
5100000 <i>Civil Service Employees</i>	622,679	351,772	270,907	44%	56%	587,821	5.9%		
Operating Expenses and Equipment									
General Expense									
5301700    Miscellaneous Office Supplies	3,600	1,119	2,481	69%	31%	2,600	38.5%		
5301050    Advertising	500	0	500	100%	0%	500	0.0%		
5301150    Conferences	8,000	0	8,000	100%	0%	25,055	-68.1%		
5301500    Meeting	1,500	1,176	324	22%	78%	1,000	50.0%		
5301450    Library purchases	0	0	0			0	0.0%		
5368115    Office Equipment (non capital)	5,000	3,717	1,283	26%	74%	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	4,065	10,935	73%	27%	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)	3,500	1,998	1,502	43%	57%	2,000	75.0%		
5302600    Office Copier Supplies (ie. staples, cords)	0	0	0			0	0.0%		
5302900    Printing - Not Otherwise Classified	2,500	2,092	408	16%	84%	4,000	-37.5%		
Communications									
5304100    Cell phones, PDAs, pagers	500	304	196	39%	61%	500	0.0%		
5304450    Messenger services	0	0	0			0	0.0%		
5304700    Telephone	2,600	2,118	482	19%	81%	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	1,832	168	8%	92%	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			
5320480    State Vehicle - related travel	1,000	214	786	79%	21%	37,000	-97.3%		
5390850    State Vehicle - General Maintenance/Repair	5,000	705	4,295	86%	14%	1,000	400.0%		
5390800    State Vehicle - Gasoline	2,000	914	1,086	54%	46%	5,500	-63.6%		
5308700    Insurance - Vehicle	800	780	20	3%	98%	1,000	-20.0%		
5320400    Commercial Air Transportation	8,000	6,202	1,798	22%	78%	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	2,595	1,405	35%	65%	600	566.7%		
5320470    Rental Car	1,500	1,246	254	17%	83%	200	650.0%		
5320610    Travel - OST Lodging	500	500	0	0%	100%	0	0.0%		
5320630    Travel - OST Per Diem Allowances	500	184	316	63%	37%	0	0.0%		

Item 9B

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	155	345	69%	31%	600	-16.7%
5322300 Training Films and Slides	0	0	0			0	0.0%
Facilities Operation							
5324250 Facilities Planning - General Svs, etc	6,000	4,766	1,234	21%	79%	10,000	-40.0%
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	40,100	8,021	17%	83%	49,803	-3.4%
Professional Services							
Planning and Monitoring							
5340330 Interdepartmental Professional Services	2,000	627	1,373	69%	31%	1,000	100.0%
5340210 Accounting Interdepartment (PRO RATA PROCES)	208,000	63,000	145,000	70%	30%	179,000	16.2%
5340220 Administrative Interdepartment	15,000	7,304	7,696	51%	49%	40,000	-62.5%
5340310 Attorney General	60,000	30,028	29,973	50%	50%	88,451	-32.2%
5150800 Workers Compensation	25,000	18,039	6,961	28%	72%	5,000	400.0%
5340420 External Administrative Services	2,500	0	2,500	100%	0%	5,000	-50.0%
5340490 External Prof Svs-IT	80,000	43,020	36,980	46%	54%	67,610	18.3%
5340580 External Prof Svs-Other Consulting & Prof Svs	40,000	36,453	3,547	9%	91%	5,000	700.0%
5340550 Reimb EXP-non-taxa	0	0	0			0	0.0%
Information Technology							
5368025 Computer & Computer Equip (Non Capital)	24,000	13,278	10,722	45%	55%	8,000	200.0%
5362240 Computer & Computer Equip (Capital)	7,000	0	7,000	100%	0%	6,000	16.7%
5362290 Office Equipment (Capital)	5,000	0	5,000	100%	0%	15,325	-67.4%
5346390 IT Services - Other (Security, Archival, etc)	3,000	2,177	823	27%	73%	1,500	100.0%
5346340 Software	4,000	4,000	0	0%	100%	6,000	-33.3%
5346320 Hardware Maintenance	0	0	0			0	0.0%
5346500 Internet Service Provider	14,400	8,085	6,315	44%	56%	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%
<b>OPERATIONS SUBTOTAL</b>	<b>714,321</b>	<b>376,694</b>	<b>337,627</b>	<b>47%</b>	<b>53%</b>	<b>732,439</b>	<b>-2.5%</b>
<b>TOTAL EXPENSES</b>	<b>1,337,000</b>	<b>728,466</b>	<b>608,534</b>	<b>46%</b>	<b>54%</b>	<b>1,320,260</b>	<b>1.3%</b>

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."
RMC18509	Watershed Conservation Authority	\$ 9,999.99	8/1/2018	6/30/2019	Specialized legal consulting services in connection with options and opportunities for the stability of the WCA and for its long-term sustainability, including research needed for expansion of joint powers authorities and obtaining peace officer powers.