

**DATE:** July 16, 2020  
**TO:** WCA Governing Board  
**FROM:** Nicole Law, Fiscal Manager  
**THROUGH:** Mark Stanley, Executive Officer  
**SUBJECT:** Item 08: Expenditure Report

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Attached as Exhibit A is the FY 2019/2020 Budget with balances as of June 30, 2020.

The Statement of Receipts and Disbursements for the quarter ending December 31, 2019 through June 30, 2020 have not been finalized from the Los Angeles County Auditor-Controller. It will be included in the next board meeting.

#### **REVENUES**

1. Operational lease revenues were budgeted at 95% of total combined leases to allow for potential tenant turnover and related expenses. The Authority had no tenant turnover costs in FY19/20 and also received three months leases from Unit 96, resulting in higher than budgeted revenue receipts for El Encanto. Lease revenue for the Duck Farm is at 95% as the Authority awaits 2 past due payments from one of the tenants.
2. Property management contribution is lower than budgeted as the one-time contribution for ADA/seismic upgrade from the RMC is in process.
3. The Authority is awaiting reimbursement from several other grants and professional service contracts; thus, revenue from Grant and Special Projects has been minimal. The revenue will be reflected when submitted costs expended under the grant has been approved for reimbursement and the reimbursement is received.

#### **EXPENSES**

1. Funding opportunities and Ranger Services line items are lower than YTD budget projections as the Authority has only received invoices through May 2020. The Authority anticipates expenses incurred through the end of the fiscal year to be within budgeted projections.
2. All other expenditure items are projected to be within budgetary limits except for the line item previously reported in prior meeting such as property tax.

**WATERSHED CONSERVATION AUTHORITY  
FISCAL YEAR 2019 - 2020**

FY 19/20 Complete	100%
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DATE OF REPORT: 06/30/2020	Annual Budget FYE 2020	As of 06/30/20	Balance	Budget (%)
<b>Revenues</b>				
<b>General Administrative &amp; Operating Revenue</b>				
JPA Contributions				
LA County Flood Control District	25,500	25,500	-	100%
Rivers and Mountains Conservancy	10,000	10,000	-	100%
Lease Revenue	268,082	282,835	(14,753)	106%
Property Management Contribution	59,500	40,000	19,500	67%
Fees-Citation	3,000	-	3,000	0%
Fees- Filming/Permits	2,500	8,576	(6,076)	343%
COVID-19 Funding Opportunities	8,500	-	8,500	0%
Other Miscellaneous Revenue	206,155	133,149	73,006	65%
<b>Subtotal-General Administrative &amp; Operating</b>	<b>583,237</b>	<b>500,060</b>	<b>83,177</b>	<b>86%</b>
<b>Grants and Special Projects Revenue</b>				
Grant-Rivers & Mountains Conservancy <sup>1,6,7</sup>	5,415,350	2,495,632	2,919,718	46%
Grant-LA County Flood Control District <sup>1,6</sup>	280,000	250,000	30,000	89%
Grant-SEP <sup>2,6</sup>	123,525	-	123,525	0%
Grant-Federal Funds <sup>1,6,7</sup>	345,026	-	345,026	0%
Grant-Other State Funds <sup>4,6</sup>	1,630,571	409,643	1,220,928	25%
Grant-Other County & Local Funds <sup>2,5,6</sup>	2,009,923	594,395	1,415,528	30%
Grant-Public Foundations <sup>3,6</sup>	82,723	-	82,723	0%
Other-Consultant Contracts <sup>3,6,8</sup>	9,741	-	9,741	0%
<b>Subtotal-Grants and Special Projects</b>	<b>9,896,859</b>	<b>3,749,671</b>	<b>6,147,188</b>	<b>38%</b>
<b>Total Revenue</b>	<b>10,480,096</b>	<b>4,249,730</b>	<b>6,230,366</b>	<b>41%</b>
<b>Expenses</b>				
<b>General Administrative Expenses</b>				
Fiscal Services Auditor-Controller	65,000	(65,000)	-	100%
Funding Opportunities	37,300	(31,900)	5,400	86%
Legal Services	15,000	-	15,000	0%
Information Technologies	28,320	(16,576)	11,744	59%
Strategic Planning	5,000	-	5,000	0%
Grant Writing	2,000	-	2,000	0%
Travel	4,000	(1,885)	2,115	47%
Financial Audit Services	5,400	(5,320)	80	99%
Insurance/Insurance Bond	3,603	(3,603)	0	100%
Training/Conferences	5,000	-	5,000	0%
Meeting Supplies	500	-	500	0%
Other/Not Classified	4,000	(4,329)	(329)	108%
Wireless Phones	1,140	(749)	391	66%
Personnel Services	4,726	(4,933)	(207)	104%
Office Supplies	650	(650)	-	100%
Postage	500	(120)	380	24%
Printer Supplies	250	(175)	75	70%
Equipment & Software	1,500	(931)	569	62%
Dues & Subscriptions	425	(425)	-	100%
COVID-19 Expenses	4,750	(3,906)	844	82%
<b>Subtotal-General Administrative</b>	<b>189,064</b>	<b>(140,502)</b>	<b>48,562</b>	<b>74%</b>

<b>Personnel</b>				
Salaries	379,226	(356,048)	23,178	94%
Merit Pool	148,262	-	148,262	0%
Benefits	122,778	(122,778)	0	100%
Benefits Plan Provider Admin Cost	1,501	(1,097)	404	73%
Employer Taxes	30,703	(30,703)	-	100%
<b>Subtotal-Personnel</b>	<b>682,470</b>	<b>(510,626)</b>	<b>171,845</b>	<b>75%</b>
<b>General Operational Expenses</b>				
Insurance	54,402	(54,441)	(39)	100%
Security	3,916	(3,946)	(30)	101%
Building Maintenance and Repair	18,500	(15,241)	3,259	82%
Grounds Maintenance and Repair	8,300	(1,950)	6,350	23%
Electricity	16,907	(12,414)	4,493	73%
Propane	8,000	(8,000)	-	100%
Other Utilities	900	(900)	-	100%
Waste Removal	9,536	(9,207)	329	97%
Water System Operation/Irrigation	43,326	(40,337)	2,989	93%
Property Management	32,650	(31,443)	1,207	96%
Deferred Maintenance Contingency	46,192	-	46,192	0%
Janitorial Services	10,582	(10,472)	110	99%
Ranger Services	92,000	(69,847)	22,153	76%
Weed Abatement	16,000	(4,779)	11,221	30%
Property Tax	561	(690)	(129)	123%
Legal Services	-	-	-	0%
<b>Subtotal-General Operational</b>	<b>361,772</b>	<b>(263,667)</b>	<b>98,105</b>	<b>73%</b>
<b>Grants and Special Projects Total Expense-Capital Outlay</b>				
Grant-Rivers & Mountains Conservancy	5,121,293	(2,285,369)	2,835,924	45%
Grant-LA County Flood Control District	252,535	(85,987)	166,548	34%
Grant-SEP	84,890	(42,764)	42,126	50%
Grant-Federal Funds	333,640	(193,665)	139,975	58%
Grant-Other State Funds	1,568,885	(566,731)	1,002,154	36%
Grant-Other County & Local Funds	1,931,367	(658,790)	1,272,577	34%
Grant-Public Foundations	68,493	(73,313)	(4,820)	107%
<b>Subtotal-Grants and Special Projects</b>	<b>9,361,103</b>	<b>(3,906,619)</b>	<b>5,454,484</b>	<b>42%</b>
<b>Total Expense</b>	<b>10,594,409</b>	<b>(4,821,413)</b>	<b>5,772,995</b>	<b>46%</b>
<b>Change in Net Position Before Transfers</b>	<b>(114,313)</b>	<b>(571,683)</b>	<b>457,370</b>	
<b>Non-Operating Income (Expense)</b>				
Subvention - Rivers & Mountains Conservancy		1,500,000	1,500,000	100%
Awaiting Grant Reimbursements Payments		(959,869)	(959,869)	64%
<b>Total Non-Operating Income (Expense)</b>		<b>540,131</b>	<b>540,131</b>	<b>36%</b>

<sup>1</sup>Labor Reimbursed at Salary & EB Only

<sup>2</sup>Labor Eligible to be Reimbursed at Admin & Billable Rate

<sup>3</sup>Labor Reimbursed at Consultant Rate

<sup>4</sup>Labor Reimbursed at Grantor Approved Compensation Rate

<sup>5</sup>Eligible for Advances

<sup>6</sup>Payment by Reimbursement Only

<sup>7</sup>Eligible for additional 10% for Indirect Costs

<sup>8</sup>Primarily SGRDCA, NET, & Los Alamitos