

DATE: January 19, 2017

TO: Watershed Conservation Authority Governing Board

FROM: Salian Garcia, Fiscal Manager

THROUGH: Mark Stanley, Executive Officer

SUBJECT: Item 11: Consideration of a resolution to adopt an update to the Fiscal Year 16/17 Operating Budget

RECOMMENDATION: That the WCA Governing Board approve an update to the Fiscal Year 2016/17 Operating Budget

BACKGROUND: At the start of each fiscal year, staff brings before the Board the WCA budget for approval. However, a significant change from planned events may warrant a mid-term update to the current fiscal year budget. Attached as **Exhibit A** is the updated Fiscal Year 2016/17 Budget.

In October 2016, the Authority was approved for a \$720,000 grant from the Rivers and Mountains Conservancy for the acquisition of ±39.79 acres of undeveloped open space located in the San Gabriel Mountain foothills above the City of Azusa, within unincorporated Los Angeles County. Transfer of this property to WCA ownership protects significant natural and scenic resources, and help to preserve critical landscape connections to close-by conservation lands, including the River Wilderness Park. The Authority received \$600,000 of the grant in December 2016 to fund the purchase, and it is anticipated the remaining grant funds will be expended this fiscal year.

In the same month, the Authority entered into three short-term contracts for \$5,000 each for the following projects:

- Support of AB530 Working Group activities
- Professional services to aid in the administration of the City of Azusa-RMC Joint Powers Authority for FY 2016/2017
- Duck Farm Outreach and Volunteer Program funding for activities, materials, and labor and incidentals related to the Duck Farm project

The WCA Joint Exercise of Powers Agreement (JPA), amended in August 2010, provides the Authority an annual contribution limit of \$50,000 from the RMC. Historically, the Authority budgeted and received \$10,000 of the contribution for administration purposes and the balance of funds utilized for maintenance of WCA properties funded by bonds.

FISCAL INFORMATION: The proposed amended FY 2016/17 Budget increases the General Administrative & Operating Revenue by \$20,000, WCA Grants and Special Projects Revenue by \$735,000, and Capital Outlay Expenses by \$720,000.

WATERSHED CONSERVATION AUTHORITY
CONSOLIDATED BUDGET FISCAL YEAR 2016-2017

	Budget	Mid Year	\$ Change
	FYE	Update FYE	Budget '17 vs.
	2017	2017	Budget '17
Revenues			
General Administrative & Operating Revenue			
JPA Contributions	35,500	35,500	0
Lease Revenue	231,843	231,843	0
Property Management Contribution	20,000	40,000	20,000
Fees-Citation	15,500	15,500	0
Fees- Filming	1,500	1,500	0
Other Miscellaneous Revenue	2,720	2,720	0
Subtotal-General Administrative & Operating	307,063	327,063	20,000
Grants and Special Projects Revenue			
Grant-Rivers & Mountains Conservancy	1,463,749	2,198,749	735,000
Grant-LA County Flood Control District	171,324	171,324	0
Grant-SEP	2,393,870	2,393,870	0
Grant-Other Federal, State, County & Local Funds	1,727,321	1,727,321	0
Other-Consultant Contracts	374,934	374,934	0
Other-Mitigation Revenue	-	-	0
Other-Donations	-	-	0
Other-Miscellaneous	-	-	0
Subtotal-Grants and Special Projects	6,131,198	6,866,198	735,000
Total Revenue	6,438,261	7,193,261	755,000
Expenses			
General Administrative Expenses			
Fiscal Services Auditor-Controller	65,000	65,000	0
Funding Opportunities	33,000	33,000	0
Legal Services	24,000	24,000	0
Information Technologies	15,000	15,000	0
Strategic Planning	10,000	10,000	0
Grant Writing	8,000	8,000	0
Travel	5,000	5,000	0
Financial Audit Services	8,000	8,000	0
Insurance/Insurance Bond	6,000	6,000	0
Training	3,000	3,000	0
Other/Not Classified	1,500	1,500	0
Wireless Phones	750	750	0
Personnel Services	3,500	3,500	0
Office Supplies	500	500	0
Postage	500	500	0
Printer Supplies	500	500	0
Equipment & Software	-	-	0
Dues & Subscriptions	600	600	0
Subtotal-General Administrative	184,850	184,850	-
Personnel			
Salaries	361,167	361,167	0
Benefits	118,549	118,549	0
Employer Taxes	40,473	40,473	0
Subtotal-Personnel	520,189	520,189	-
General Operational Expenses			
Insurance	17,100	17,100	0
Security	3,400	3,400	0
Building Maintenance and Repair	30,500	30,500	0
Grounds Maintenance and Repair	10,300	10,300	0
Electricity	15,720	15,720	0
Propane	5,500	5,500	0
Other Utilities	3,100	3,100	0
Waste Removal	4,650	4,650	0
Water System Operation/Irrigation	44,000	44,000	0
Property Management	11,950	11,950	0
Deferred Maintenance Contingency	10,992	10,992	0
Janitorial Services	8,340	8,340	0
Ranger Services	92,000	92,000	0
Weed Abatement	19,000	19,000	0
Property Tax	550	550	0
Subtotal-General Operational	277,102	277,102	-
Grants and Special Projects Total Expense-Capital Outlay			
Grant-Rivers & Mountains Conservancy	1,372,328	2,092,328	720,000
Grant-LA County Flood Control District	160,764	160,764	0
Grant-SEP	2,378,687	2,378,687	0
Grant-Other Federal, State, County & Local Funds	1,526,161	1,526,161	0
Other-Consultant Contracts	16,667	16,667	0
Other-Mitigation Revenue	-	-	0
Other-Donations	-	-	0
Other-Miscellaneous	-	-	0
Carryover	-	-	0
Subtotal-Grants and Special Projects	5,454,607	6,174,607	720,000
Total Expense	6,436,748	7,156,748	720,000
Change In Net Position Before Transfers	1,513	36,513	35,000
Transfers In			
Transfers Out	(1,513)	(36,513)	(35,000)
Change In Net Position	-	-	-

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RESOLUTION 2017-01

**RESOLUTION TO ADOPT AN UPDATE TO THE FISCAL YEAR 16/17
OPERATING BUDGET**

WHEREAS, The Watershed Conservation Authority has been established as a joint powers agency between the Rivers and Mountains Conservancy (RMC) and the Los Angeles County Flood Control District (District); and

WHEREAS, the Watershed Conservation Authority (WCA) has further been established to focus on projects which will provide open space, habitat restoration, and watershed improvement projects in both the San Gabriel and Lower Los Angeles Rivers watershed; and

WHEREAS, this action will approve an update to the Fiscal Year 16/17 operating budget for FY 16/17; and,

WHEREAS, the proposed action is exempt from the provisions of the California Environmental Quality Act; NOW

Therefore be it resolved that the WCA hereby:

1. **FINDS** that this action is consistent with the purposes and objectives of the WCA.
2. **FINDS** that the actions contemplated by this resolution are exempt from the environmental impact report requirements of the California Environmental Quality Act (CEQA).
3. **ADOPTS** the staff report dated January 19, 2017.
4. **APPROVES** an update to the Fiscal Year 16/17 operating budget.

~ End of Resolution ~

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Motion: _____ Second: _____

Ayes: _____ Nays: _____ Abstentions: _____

Passed and Adopted by the Board of the
WATERSHED CONSERVATION AUTHORITY
On January 19, 2017

Governing Board Chair

ATTEST: _____
David Edsall
Deputy Attorney General