

DATE: June 20, 2019

TO: WCA Governing Board

FROM: Nicole Law, Fiscal Manager

THROUGH: Mark Stanley, Executive Officer

SUBJECT: Item 9: Expenditure Report

Attached as Exhibit A is the FY 18/19 Budget with balances as of May 31, 2019.

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

REVENUES

1. Operational lease revenue is slightly higher than budgeted for this time as all tenants have been current on lease payments and paid through May 31, 2019.
2. The Authority made citation projections based on the average of past fiscal year collection of citation revenues. However, the actual citation revenue in 2018 is significantly lower than the YTD budget projection.
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. Fiscal Services Auditor-Controller line item is lower than YTD budget projections as the Authority have been invoices through March 31, 2019. Expenditures incurred for the fourth quarter are expected to be within budget projections.
2. Funding opportunities line item is lower than the YTD budget projections as the Authority have been invoiced through April 30, 2019. The Authority anticipates May 2019 invoice will be received before the end of the fiscal year.
3. Other/Not classified line item is significantly higher than the YTD budget projections primarily due to supplies purchased for Duck Farm Groundbreaking and event tickets purchased for annual dinners.
4. Ranger services line item is lower than the YTD budget projections as the Authority have been invoiced through March 31, 2019. Expenditures incurred for the fourth quarter are expected to be within budget projections.

5. All other expenditure items are projected to be within budgetary limits except for those line items previously reported in prior meeting such as,
 - Office supplies line item is above the YTD budget projections as the supplies were purchased in bulk and current inventory is expected to carry through the end of the fiscal year.
 - Insurance line item is significantly above the YTD budget projections due to the increase of premium resulting from the California wildfires in 2018. However, the Authority's insurance broker anticipates the fire loss to claim down after a few months and renegotiate coverages.
 - Propane line item is above the YTD budget projections due to the area experienced colder weather earlier this spring.
 - Property management line item is above the YTD budget projections primarily due to the Authority has an ongoing challenge regarding water-system repair due to damage resulting from power surges that occurred in June/July 2018.
6. Despite some of the line items are above the YTD budget projections, the Authority anticipate the total expenditures will balance out through the end of fiscal year.

**WATERSHED CONSERVATION AUTHORITY
FISCAL YEAR 2018 - 2019**

FY 18/19 Complete	92%
-------------------	-----

DATE OF REPORT: 5/31/19	Budget FYE	As of 05/31/19	Balance	Budget (%)
Revenues				
General Administrative & Operating Revenue				
JPA Contributions				
LA County Flood Control District	25,500	25,500	-	100%
Rivers and Mountains Conservancy	10,000	10,000	-	100%
Lease Revenue	265,976	258,118	7,858	97%
Property Management Contribution	59,500	40,000	19,500	67%
Fees-Citation	13,775	3,759	10,016	27%
Fees- Filming/Permits	2,000	1,285	715	64%
Other Miscellaneous Revenue	57,411	32,180	25,231	56%
Subtotal-General Administrative & Operating	434,162	370,842	63,320	85%
Grants and Special Projects Revenue				
Grant-Rivers & Mountains Conservancy ^{1,5}	4,195,567	238,015	3,957,552	6%
Grant-LA County Flood Control District ^{1,6}	-	-	-	0%
Grant-SEP ^{2,6}	-	-	-	0%
Grant-Federal Funds ^{1,6,7}	538,672	176,806	361,866	33%
Grant-Other State Funds ^{4,6}	715,178	129,435	585,743	18%
Grant-Other County & Local Funds ^{2,6}	2,597,459	349,143	2,248,316	13%
Grant-Public Foundations ^{3,6}	-	-	-	0%
Other-Consultant Contracts ^{3,6,8}	43,669	-	43,669	0%
Subtotal-Grants and Special Projects	8,090,545	893,399	7,197,146	11%
Total Revenue	8,524,707	1,264,240	7,260,467	15%
Expenses				
General Administrative Expenses				
Fiscal Services Auditor-Controller	65,000	(56,953)	8,047	88%
Funding Opportunities	37,300	(27,460)	9,840	74%
Legal Services	15,000	(2,274)	12,726	15%
Information Technologies	20,000	(16,410)	3,590	82%
Strategic Planning	5,000	(83)	4,917	2%
Grant Writing	2,000	-	2,000	0%
Travel	5,000	(1,338)	3,662	27%
Financial Audit Services	5,400	(4,929)	471	91%
Insurance/Insurance Bond	8,000	(6,129)	1,871	77%
Training/Conferences	5,000	-	5,000	0%
Meeting Supplies	500	(165)	335	33%
Other/Not Classified	2,000	(4,409)	(2,409)	220%
Wireless Phones	1,080	(1,011)	69	94%
Personnel Services	3,750	(3,445)	305	92%
Office Supplies	500	(620)	(120)	124%
Postage	250	(130)	120	52%
Printer Supplies	500	(142)	358	0%
Equipment & Software	1,500	(1,500)	-	100%
Dues & Subscriptions	1,100	(425)	675	39%
Subtotal-General Administrative	178,880	(127,422)	51,458	71%

Personnel				
Salaries	426,479	(348,198)	78,281	82%
Merit Pool	32,807	-	32,807	0%
Benefits	111,579	(108,188)	3,391	97%
Benefits Plan Provider Admin Cost	1,066	(811)	255	76%
Employer Taxes	43,722	(29,978)	13,744	69%
Subtotal-Personnel	615,653	(487,174)	128,479	79%
General Operational Expenses				
Insurance	19,007	(33,961)	(14,954)	179%
Security	3,492	(3,780)	(288)	108%
Building Maintenance and Repair	20,500	(10,228)	10,272	50%
Grounds Maintenance and Repair	10,300	(1,643)	8,657	16%
Electricity	15,840	(13,311)	2,529	84%
Propane	6,000	(7,290)	(1,290)	121%
Other Utilities	900	(825)	75	92%
Waste Removal	8,117	(8,083)	34	100%
Water System Operation/Irrigation	55,958	(33,531)	22,427	60%
Property Management	24,262	(30,175)	(5,913)	124%
Deferred Maintenance Contingency	31,593	(12,410)	19,183	39%
Janitorial Services	11,099	(10,174)	925	92%
Ranger Services	92,000	(66,533)	25,467	72%
Weed Abatement	12,000	(1,779)	10,221	15%
Property Tax	561	(545)	16	97%
Legal Services	-	-	-	0%
Subtotal-General Operational	311,629	(234,268)	77,361	75%
Grants and Special Projects Total Expense-Capital Outlay				
Grant-Rivers & Mountains Conservancy	3,084,016	(753,056)	2,330,960	24%
Grant-LA County Flood Control District	80,000	(807)	79,193	1%
Grant-SEP	-	(36,673)	(36,673)	0%
Grant-Federal Funds	423,672	(200,108)	223,564	47%
Grant-Other State Funds	1,979,486	(280,662)	1,698,824	14%
Grant-Other County & Local Funds	2,020,324	(101,115)	1,919,209	5%
Grant-Public Foundations	109,713	(85,723)	23,990	78%
Other-Consultant Contracts	-	(2,718)	(2,718)	0%
Other-Miscellaneous	-	-	-	0%
Subtotal-Grants and Special Projects	7,697,211	(1,460,863)	6,236,348	19%
Total Expense	8,803,373	(2,309,728)	6,493,645	26%
Change in Net Position Before Transfers	(278,666)	(1,045,487)	766,821	

¹Labor Reimbursed at Salary & EB Only⁵Eligible for Advances²Labor Eligible to be Reimbursed at Admin & Billable Rate⁶Payment by Reimbursement Only³Labor Reimbursed at Consultant Rate⁷Eligible for additional 10% for Indirect Costs⁴Labor Reimbursed at Grantor Approved Compensation Rate⁸Primarily SGRDCA, NET, & Los Alamitos