

DATE: June 25, 2015

TO: Watershed Conservation Authority Governing Board

FROM: Jennifer Thompson, Fiscal Manager

THROUGH: Mark Stanley, Executive Officer

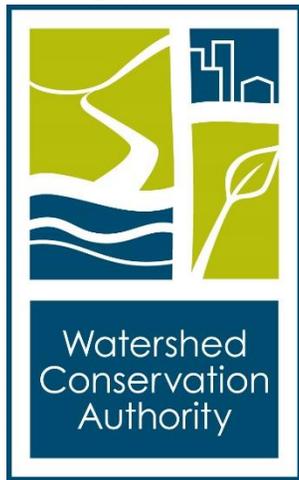
SUBJECT: Item 14: Consideration of a resolution approving the final budget for FY 15/16.

RECOMMENDATION: That the WCA Governing Board approve the final budget for Fiscal Year 2015/2016.

BACKGROUND: In accordance with the provisions of the Joint Powers Agreement, adoption of the WCA budget by the WCA Governing Board is required. The budget is separated into four revenue and expenditure components: Administrative, Personnel, Operations, and Grants and Special Projects in the total amount of \$4,990,470.

Attached as Exhibit A is the Fiscal Year 2015-2016 budgetary presentation with the final budget data included as an appendix to the presentation.

This page is intentionally left blank



Watershed Conservation Authority

Fiscal Year 2015-2016 Budget

Governing Board

Brian Mejia
Chair

Janet Chin
Board Member

Karly Katona
Board Member

Connie Sziebl
Board Member

Dan Arrighi
Board Member

Frank Colonna
Board Member

Roberto Uranga
Board Member

Terri Grant
Ex Officio Board Member

Staff

Mark Stanley
Executive Officer

Deborah Enos
Deputy Executive Officer

Jennifer Thompson
Fiscal Manager

Robert Romanek
Project Manager

Johnathan Perisho
Project Manager

Joseph Gonzalez
Associate PM

Dena Williams
Board Secretary/
Administrative Assistant



This page is intentionally left blank

Table of Contents

LETTER TO THE GOVERNING BOARD.....5

ORGANIZATIONAL CHART.....10

TERRITORY MAP.....11

BUDGETING & FINANCIAL PROCESSES12

FUND STRUCTURE SCHEMATIC14

DESCRIPTION OF MAJOR FUNDS.....15

ANALYSIS OF NET POSITION.....17

BUDGET OVERVIEW.....18

REVENUE OVERVIEW.....19

REVENUE OVERVIEW

ADMINISTRATIVE & OPERATIONAL REVENUE

GRANTS & SPECIAL PROJECTS REVENUE

EXPENDITURE OVERVIEW.....21

PERSONNEL EXPENDITURE

GENERAL ADMINISTRATIVE EXPENDITURE

GENERAL OPERATIONAL EXPENDITURE

GRANT & SPECIAL PROJECTS EXPENDITURE

APPENDIX.....29

DATA SHEETS

This page is intentionally left blank



WATERSHED CONSERVATION AUTHORITY MISSION

WCA serves communities in our region through the preservation of open space, and through the improvement of access to parks and trails. By working with nature in our plans and projects, we seek to enhance local water resources, native plant habitats, wildlife, and to advance the overall quality of life in both our natural and urban communities.

June 25, 2015

Governing Board:

On behalf of the Watershed Conservation Authority and its employees, we are pleased to present a budget for Fiscal Year 2015-2016 that provides detailed explanation of anticipated revenue and expenditures for the upcoming year. This budget demonstrates how resources will be utilized and allocated based on the Watershed Conservation Authority's Vision of **Connecting Communities through Nature** and was developed utilizing a conservative approach to revenue forecasting and incorporates prudent expenditure adjustments to achieve a balanced operating budget.

The Watershed Conservation Authority and Its Mission and Vision

The Watershed Conservation Authority (WCA) was formed in 2003 as a Joint Powers Authority pursuant to the Joint Exercise of Powers Act of the San Gabriel and Lower Los Angeles Rivers & Mountains Conservancy (RMC), one of ten State of California conservancies, and the Los Angeles County Flood Control District (District) for the purpose of providing a comprehensive program to expand and improve the open space and recreational opportunities for the conservation, restoration, and environmental enhancement of the San Gabriel and Lower Los Angeles Rivers Watershed area consistent with the goals of flood protection, water supply, groundwater recharge, and water conservation.

Since its creation, the WCA has acquired 6 properties totaling 376 acres, all of which are at various stages of being established as protected open space or parkland. Funding is primarily provided by grants from other governmental and/or private agencies with other limited funding from JPA Partner contributions and lease revenues generated from WCA owned properties.

Fiscal Year 2014-2015 Accomplishments

While the WCA continues to look forward and strategically plan expansion of projects and development of open space in the San Gabriel and Lower Los Angeles River Watersheds, it's important to recap some of the accomplishments made during the year.

The following are a select number of project accomplishment highlights achieved during Fiscal Year 2014-2015:

Administrative and Accounting

- Transition to a New Full-service Payroll Company ADP
- New Medical and Dental plans offering comparable benefits at reduced cost to Authority
- Staffing – Filled two of three open positions. Project Manager and Associate Project Manager

Exhibit A

- Billable Rate and Employee handbook updates
- Employer benefit liability obligations fully funded
- Fiscal year 2013-2014 audit conducted in 2015 reported no new significant deficiencies were identified and all previously identified deficiencies were remediated.

Acquisition of Property, Easements and Conservation Easements

- Mt. Baldy Ranch, totaling approximately 237 acres, was acquired in September 2014 from the Conservation Fund.
 - Property will primarily be utilized to preserve significant natural and scenic resources that support a diverse range of wildlife, habitat, and public trails by returning the land to public control, which will ensure that critical wildlife corridors and landscape connections remain protected in perpetuity.
- Citrus Grove Heights, a ¾ acre parcel, located along the San Gabriel River north of Beverly Blvd in the City of Pico Rivera acquired in December 2014.
 - Features will include a bike repair service station, shade structure, on-site storage, equestrian hitching posts, interpretive site elements, informal seating and native landscaping. Construction is expected to begin in FY 15/16.

Grant & Contract Awards***Grants***

- \$500,000 Award from Strategic Growth Council Grant for the Gateway Cities Greenways and Rivers Master Plan project to develop a greenway and green infrastructure plan for 26 cities of the Gateway Region, including the lower San Gabriel and the Los Angeles River's 'missing middle.'
- \$252,666 Grant from California Natural Resource Agency Proposition 12 – 2000 Park Bond Funds to complete design and construction of a San Gabriel River trail rest stop in the City of Pico Rivera.
- \$250,000 Funding contribution and executed Use Agreement from LA County Flood Control District toward construction of the River Overlook at the Duck Farm.
- \$455,998 Grant from Rivers and Mountains Conservancy to complete River Wilderness Park Entry Improvements Construction Documents and Environmental Documents.
- \$1,500,000 Grant from California Natural Resource Agency River Parkway Grant Fund to complete construction of riparian habitat and interpretive elements of the Duck Farm project.
- \$52,000 Grant from the Rivers and Mountains Conservancy to perform due diligence effort on opportunity to acquire open space adjacent to River Wilderness Park.

Contracts

- \$45,000 Professional Service Contract with City of San Dimas to forward the Walnut Creek Habitat Park Phase 1 Trail improvement project funded by a LA County, District 5, Proposition A grant to the City of San Dimas.

Interpretation and Stewardship Programs

- Completed second year of the Cattle Canyon Recreation Area interpretive outreach program and visitor survey that took place over the summer of 2014. Designed as a pilot study, the Cattle Canyon Project seeks to promote stewardship of public lands along a portion of the East Fork of San Gabriel River. Implemented collaboratively with the Angeles National Forest.
- Implemented a pilot Junior Ranger Program, via a seed grant from the 3M Foundation and in collaboration with NGO Habit Fund and contract with Mountains Recreation and Conservation Authority (MRCA) rangers at the River Wilderness Park. Young people aged 7-12 years old from surrounding communities were invited to learn about and explore nature with local park rangers.
 - The program was a success, see representative comments below, and staff is pursuing additional FY15/16 grant funds to continue and expand the program.

“Was really informative for kids and for adults too.”

“I just want to thank you for the opportunity so rich in information and great experience for the students where they learned a lot and will be able to apply it in their everyday life. Staff was great and very helpful. Yes, I would like to know of other programs and activities in the future.

“Great activities”

“My child loved it very much, look forward going every meeting. She learned more about the wilderness then before, now when we go it’s much different than before. We take care of the land more and appreciate nature in a whole different way. Thank you for taking the time to show us. Very appreciated of being able to join the program and hoping to continue in any other programs or events”

Fiscal Year 2015-2016 Strategic Plan, Organizational Priorities & Challenges

Strategic Plan

In May 2014, WCA staff and Board members held a retreat to brainstorm a Strategic Plan framework for the Authority. From this meeting the following the following goals and objectives were identified:

CREATING HEALTHY WATERSHED FUNCTION

- Protect open space for people and wildlife.
- Improve watershed hydrology to support water supply, water quality, flood protection, and ecosystem improvement.

SERVING AS A REGIONAL INFORMATION SOURCE FOR RECREATION AND ENVIRONMENTAL EDUCATION

Exhibit A

- Build regional awareness for WCA parks, plans, programs and services.
- Inspire environmental stewardship in diverse communities and among urban users of recreational resources.

CONNECTING PEOPLE TO RECREATION AND NATURE

- Expand public access to existing, improved, and new recreation opportunities.
- Expand access to nature and natural environments that balances the needs of the community and the needs of nature.
- Design and implement a comprehensive environmental interpretation program.

BUILDING A SUSTAINABLE AGENCY

- Build a diverse short- and long-term funding portfolio.
- Expand collaborative partnerships to support WCA parks, projects, and programs.
- Create and grow WCA independent identity and public awareness.

Organizational Priorities and Challenges

Additionally, goals and objectives to support long term financial sustainability were identified. To this end the implementation of the Billable rates and pursuit of a variety of funding sources, some of which allow capture and distribution of overhead. It was identified that new State funding sources will allow for the expense of salary and benefits only and thus the ability for the WCA to continue to operate will be dependent on finding funding sources that allow for distribution of operational and administration costs. Staff has been diligent in seeking contracts for services and partnerships that will provide more stability and long term programs that will also provide additional stability in revenue generation. The operation and maintenance of our properties and parks when they are open to the public continues to be a concern for the Authority and mechanisms to fund this component is still required.

Financial and accounting policies and practices plan to be reviewed and documented and if necessary adopted to enhance the transparency of the internal process with the goal of strengthening internal controls and allowing for a greater level of organizational efficiency. Creating an organizational structure whereby all employees utilize for project management and other important processes will allow the WCA to institute comprehensive succession planning to ensure that a project can continue to completion with the onset of new staff.

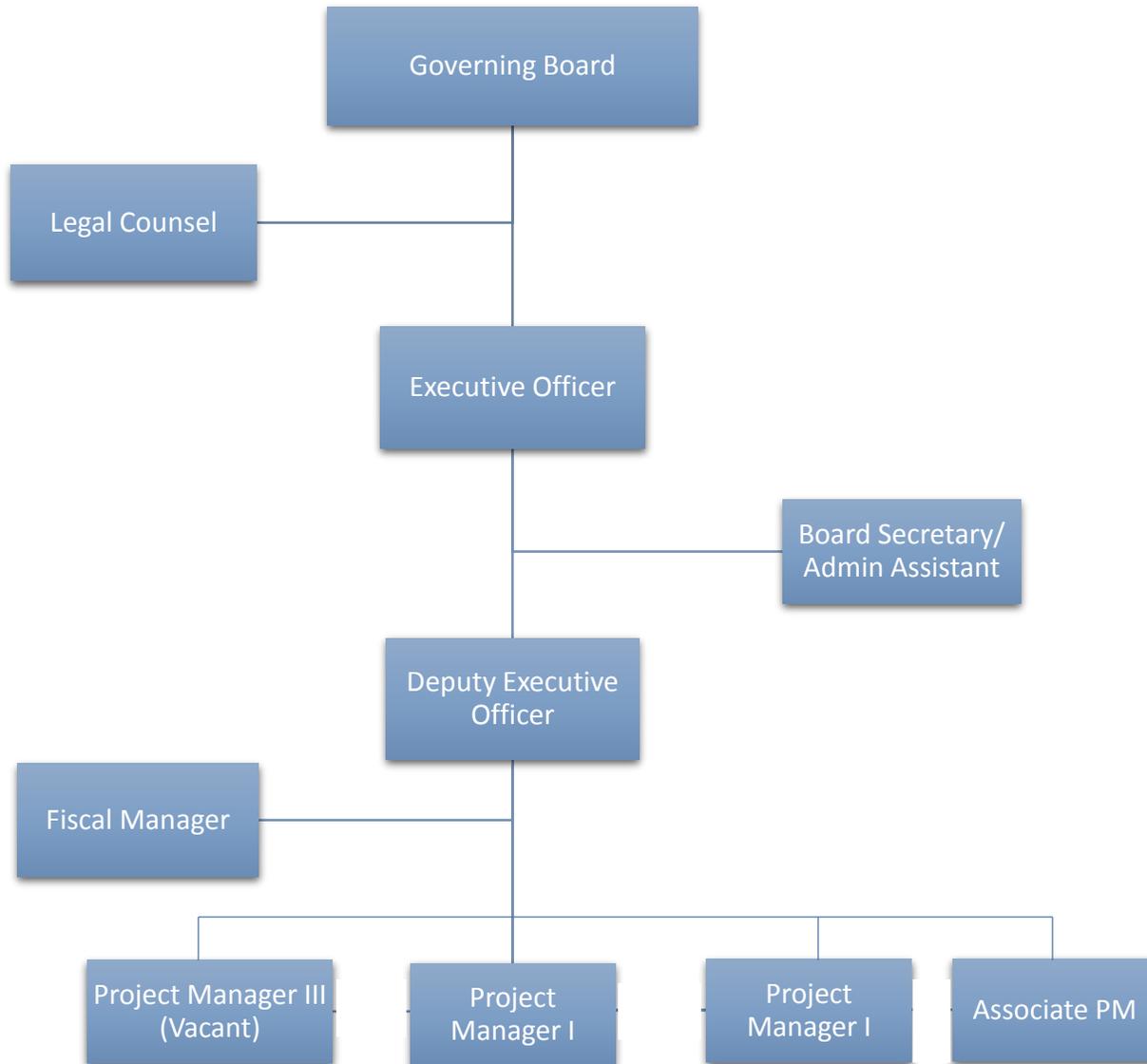
With the onset of new projects, our staffing levels are expected to expand allowing us to continue to operate more efficiently and ensuring the targeted completion of projects. Staff intends to complete an external evaluation of salaries to determine and sustain the organization's competitiveness in the governmental job market.

Fiscal Year 2015-2016 Program Highlights & Opportunities

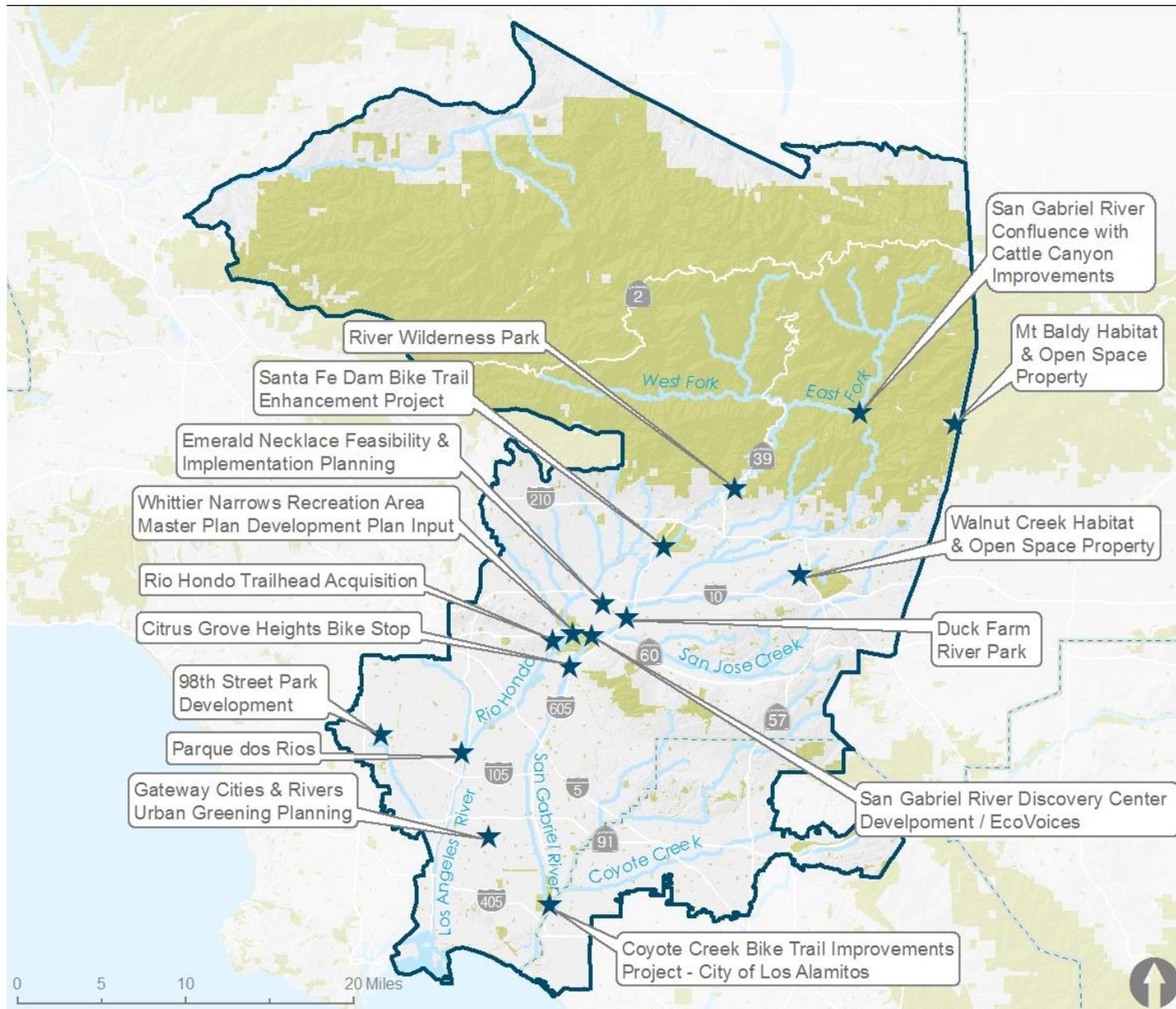
The WCA anticipates that this upcoming fiscal year will be very busy and will result in the achievement of a variety of high-profile milestones being reached, a few of which are highlighted below.

- With President Obama's declaration of the San Gabriel Mountains as a National Monument the Angeles National Forest, having established a good working relationship with the WCA, has approached the Authority to expand its role in collaboratively and jointly planning and implementing projects and programs within the San Gabriel Canyon area. The entering into a new Master Participatory Agreement is pending board approval at the June 2015 meeting.
- With the voter approved passage of the State's Water Bond in 2014, Proposition 1, the WCA is staged to apply for grants to forward water quality, supply and conservation projects to forward projects and programs on its properties and within its territory.
- With the receipt of gap funding from the RMC, First District and LA County Flood Control the completion of the Emerald Necklace Master Plan Project is moving forward and is scheduled to be completed within the new fiscal year. Additionally, LA County is currently pursuing grant applications for the completion of the San Jose Creek and San Gabriel River Bridges and Peck Park and Clasp trail connection projects.
- River Wilderness Park Construction Drawings will be complete and staff has applied for two grant programs: Alternative Transportation Commission Program grant (\$1.76M) and a Proposition A grant (\$974K) and will be applying for a Rivers and Mountains Conservancy grant in the new fiscal year to forward the implementation of the project.
- Construction of Duck Farm River Park, Citrus Grove Heights Trail Rest Stop, Parque Dos Rios, Cattle Canyon Oaks Picnic Area improvements and Santa Fe Dam art installation are all scheduled to begin construction activities in the new fiscal year.
- Complete Construction Documents for San Gabriel River Discovery Center and support SGRDC Authority in the attainment of land entitlements, easements, use agreements and permits.
- Publish the new WCA website.

Watershed Conservation Authority Organizational Chart



Watershed Conservation Authority Territory Map



Budgeting and Financial Processes

Budget Requirements and Processes

The Watershed Conservation Authority is a Joint Powers Authority established to serve the interest of its partners, the San Gabriel and Lower Los Angeles Rivers & Mountains Conservancy (RMC) and the Los Angeles County Flood Control District (District) and is governed by a Joint Powers Authority Agreement, which requires that the WCA adopt a budget each fiscal year that is approved by its Governing Board as well as the Governing Boards of the RMC and the District. Public funds may not be expended by the WCA except that which has been approved in the budget. Budgetary amendments occur through Governing Board approval on each fiscal item as they occur and are reflected at each Board meeting through the revenue and expenditure report. The intention is for a budgetary amendment process to be developed in the coming fiscal year to address the nature, timing, and magnitude as to when budgetary amendments will occur in any one fiscal year and as establishment between an administrative budget amendment and those requiring Governing Board approval.

The WCA's annual budget process involves a continual assessment of the needs required to maintain all owned properties. In the winter of each year, a cost to date analysis is completed to view areas where there is potential for cost savings or cost increases passed along from vendors. An analysis of funding sources on hand is completed as well as an assessment of available funding that can be carried into the next fiscal year. Of particular importance is a resource planning and indirect cost assessment to determine the diversity of funding available and how that funding can be utilized to both capture direct and indirect labor expenses. This assessment allows the WCA to determine the level of growth including staffing that the Authority can sustain to ensure timely project delivery and maximized organizational efficiency.

Ongoing review of budgeted figures to actual revenues and expenditures is the responsibility of staff and is completed and presented to the Governing Board at each meeting.

A preliminary and final budget is presented to the Governing Board in May and June of each year and submitted for adoption by the RMC Board and the Los Angeles County Board of Supervisors.

Fiscal Controls and Processes

The WCA, as required by its JPA Agreement, utilizes the District's accounting department also referred to as the Los Angeles County Auditor Controller as its custodian and controller over the majority of WCA funds. Any receipts and expenditures are processed through the District/County's accounting system. The following establishes the responsibilities held by both parties concerning the accounting process and budgeting process:

WCA is responsible for:

- Development and adoption of an annual budget with continuous monitoring of budget vs. actual progress throughout the fiscal year
- Reporting and control of financial operations and accountability for WCA's operations, contracts, and grant programs and projects
- Establishing a framework of internal controls to safeguard against fraud and error
- Ensuring the validity of all requests for payment of obligations or deposit of receipts according to the WCA's supporting documents such as contractual payments, invoices, etc.

- Executing all managerial and financial decisions for the agency.

Los Angeles County Auditor Controller is responsible for:

- Depositing and acting as custodian to WCA funds which are held in County's Treasury Pool for purposes of accruing interest.
- Verifying and reporting on a quarterly basis to the Authority the activity in each fund.
- Performing activities as the auditor and controller of the funds.

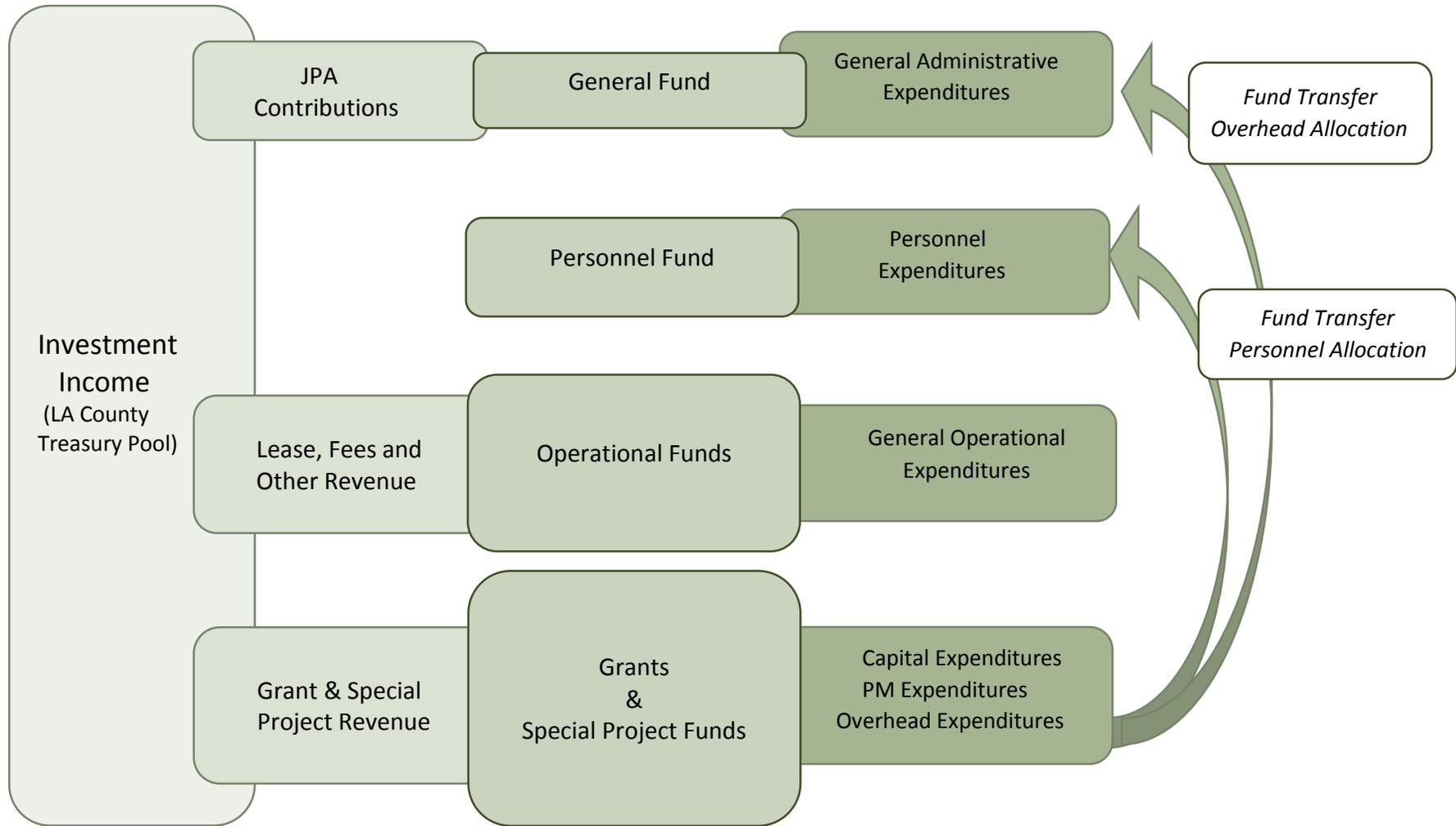
The financial statements are prepared in conformity with generally accepted accounting principles and are governed by accounting and financial reporting principles as established by the Governmental Accounting Standards Board. The fiscal year of the WCA is established as July 1st through June 30th. The WCA uses the accrual basis of accounting, which means that revenues are recognized when earned and expenses are recognized when the liability is incurred. The WCA's funds are categorized as enterprise/proprietary funds, which distinguishes operating revenues and expenses from non-operating items.

In 2014, the WCA hired a consultant to establish a formal Billable Rate Structure Plan that was intended to be a model that could be updated on a regular basis as approved by the Governing Board to allocate indirect costs among the agency's available funding sources. The model established four hourly rates, three of which are OMB compliant for each employee classification that could be allocated against various grant and contracts dependent on the varying degrees of allowable indirect costs. Indirect costs captured are utilized towards covering costs related to WCA general operating expenses, including administrative employees' wages and benefits. The Billable Rate Structure Plan is updated every 6 months alongside the fiscal budget process and at the beginning of the calendar year. In the future, the WCA hopes to have an established policy on the nature, timing, and approval process for changes in Billable Rates.

Policy Adoption

A Purchasing and Contracting Policy was adopted alongside the Joint Powers Authority Agreement adoption in 2003, to establish rules and limitations to how the WCA would purchase goods and services and ensure a competitive and fair process for its contractual agreements. As the WCA expands, there exists the need to review and modify existing policies as well as introduce policies over additional WCA processes. The WCA has plans to strategically plan and develop policies that will guide the sustainability, growth, and performance measures by which the agency is evaluated.

Schematic of Fund Structure



Description of Major Funds

General Fund- The purpose of this fund is to account for the annual JPA contributions and general administrative expenses.

Duck Farm Operational Fund- The purpose of this fund is to account for lease and/or other revenue and O&M expenditures for the Duck Farm as well as those incurred on the Citrus Heights and Mt. Baldy properties.

El Encanto Operational Fund- The purpose of this fund is to account for lease and/or other revenue and O&M expenditures for the El Encanto/River Wilderness Park where the WCA offices are currently housed.

Southgate Riparian Habitat Operational Fund- The purpose of this fund is to account for lease and/or other revenue and O&M expenditures for the South Gate/Parque Dos Rios property.

Walnut Creek Operational Fund- The purpose of this fund is to account for lease and/or other revenue and O&M expenditures for the Walnut Creek property.

Personnel Funds- The purpose of these funds is to hold funds for the purposes of expending payroll and creating a reserve for accrued employee leave.

Chapter 8 Tax Defaulted Property Fund- The purpose of this fund is to record funds granted to the Authority for the purchase of Ch. 8 tax defaulted properties.

San Gabriel River Confluence Cattle Canyon Fund- The purpose of this fund is to record funds granted to the Authority for the Phase I Planning for portions of the confluence of the East Fork of the San Gabriel River.

Azusa Springs Water System Fund- The purpose of this fund is to record funds granted to the Authority for the WCA Azusa Springs Water System at the River Wilderness Park.

Duck Farm Phase 1A Implementation Fund- The purpose of this fund is to record funds granted to the Authority for the Duck Farm Phase 1A Implementation project.

Duck Farm Supplemental Environmental Project Fund- The purpose of this fund is to record SEP funds granted to the Authority for the Duck Farm Phase 1A Implementation project.

Emerald Necklace Feasibility and Implementation Plan Fund- The purpose of this fund is to record funds granted from LACFCD, SCE, and California Community Foundation to the Authority for the Emerald Necklace Feasibility and Implementation Plan.

Duck Farm EEMP Fund- The purpose of this fund is to record Environmental Enhancement Mitigation Program funds granted to the Authority for the Duck Farm Implementation project.

EcoVoices U.S.F.S. Project Fund- The purpose of this fund is to record U.S. Forest Service Urban and Community Forestry program funds to conduct development, implementation & monitoring activities for the San Gabriel River Discovery Center EcoVoices program.

Duck Farm Phase 1A Prop. A Fund- The purpose of this fund is to record Prop A funds granted to the Authority for the Duck Farm Implementation project.

South Gate Riparian/Parque Dos Rios Prop. A Fund- The purpose of this fund is to record Prop A funds granted to the Authority for the Parque Dos Rios Implementation project.

Sante Fe Dam SGR Bike Trail Gateway Enhancement Prop. A Fund- The purpose of this fund is to record Prop A funds granted to the Authority for the San Gabriel River Bike Trail Gateway Enhancement project.

Duck Farm Tree Planting Enhancement Prop. A Fund- The purpose of this fund is to record Prop A funds granted to the Authority to facilitate tree planting as part of the Duck Farm Implementation Project.

Mt. Baldy Acquisition Fund- The purpose of this fund is to record funds granted to the Authority for the acquisition of the Mt. Baldy area property.

Citrus Grove Heights Bike Stop Fund- The purpose of this fund is to record funds granted to the Authority to design and construct a bike stop along the San Gabriel River.

LACFCD Duck Farm River Overlook Fund- The purpose of this fund is to record funds granted to the Authority from the LACFCD for use on the Duck Farm River Overlook project.

Discovery Center Escrow Fund-The purpose of this fund is to account for SEP funds granted to the Authority for the construction of the San Gabriel River Discovery Center. This fund is being held in an escrow account by the County Sanitation Districts of Los Angeles County, outside of the LA County's Treasury Pool.

River Wilderness Park Entry Project Fund- The purpose of this fund is to record funds granted to the Authority for the design of the River Wilderness Park Front Entry improvements.

River Parkway Duck Farm Project Fund- The purpose of this fund is to record River Parkway funds granted to the Authority for the Duck Farm Implementation project.

River Parkway Citrus Grove Heights Rest Area Project Fund- The purpose of this fund is to record River Parkway funds granted to the Authority to design and construct a bike stop along the San Gabriel River.

Roberts Canyon Foothill Area Acquisition Fund (² In process) - The purpose of this fund will be used to record funds granted to the Authority for pre-acquisition activities for the foothill open space area termed the Roberts Canyon Foothill Area.

Gateway Cities & River Urban Greening Plan Fund (² In process) - The purpose of this fund will be used to record California Resource Agency funds granted to the Authority to develop a plan to create inventory of greening opportunities, storm-water filtration and pedestrian linkages along gateway cities termed the Urban Greening Plan project.

Conservation Easement Monitoring Fund (² In process) - The purpose of this fund will be used to record all funds granted to the Authority to be utilized for conservation easement monitoring.

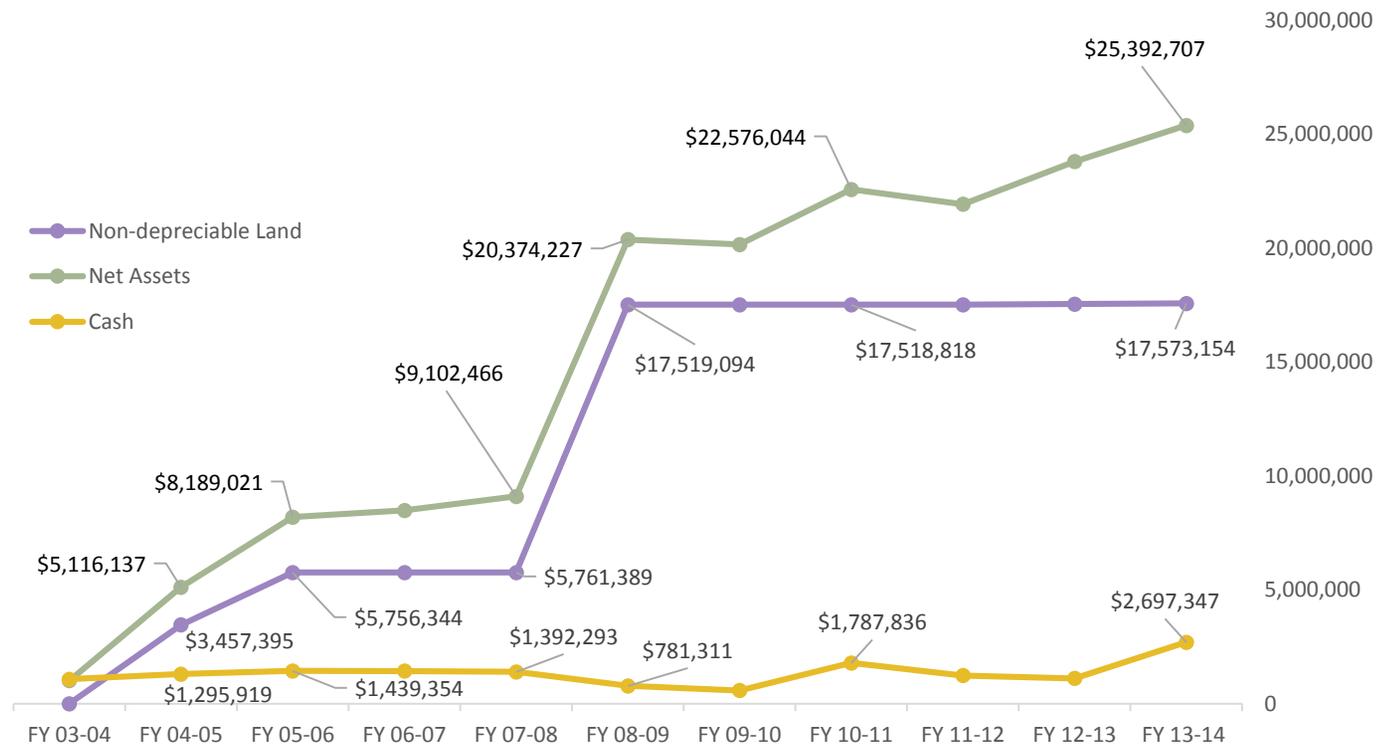
¹ All other funds set up with the LA County Auditor Controller's office are either inactive, in the process of being closed, or have projects that have been completed and are not being disclosed here.

² All other projects, grants, or contracts awarded but not disclosed here are in the process of having agreements and/or contracts finalized upon which a fund will be set up.

Analysis of Net Position

Net position measures the growth of an agency’s book value and is the difference between assets and deferred outflows of resources and liabilities and deferred inflows of resources. An analysis of an agency’s net position will show the agency’s growth and ability to manage its assets and liabilities diligently and efficiently and paints a picture of the financial stability of the agency. A majority of the Authority’s net assets are the result of an increase in the acquisitions of property since the agency’s inception and other capitalized construction in progress (CIP), buildings & improvements. The following chart analyzes the growth of the Authority’s net position since its inception through FY 13/14, the date of the last audited financials. Classification of the Authority’s net position is determined in accordance with GASB No. 34 and 63, which requires the classification of net position into three components- net investment in capital assets, restricted; and unrestricted. Net position is being presented in this chart as a total of all three components.

FY 2004-2014 WCA Net Position



Note 1

Note 2

¹ – The 124% increase in net assets from FY 07-08 to FY 08-09 is primarily attributable to the purchase of the Walnut Creek, Parque Dos Rios, and Canyon Inn properties.

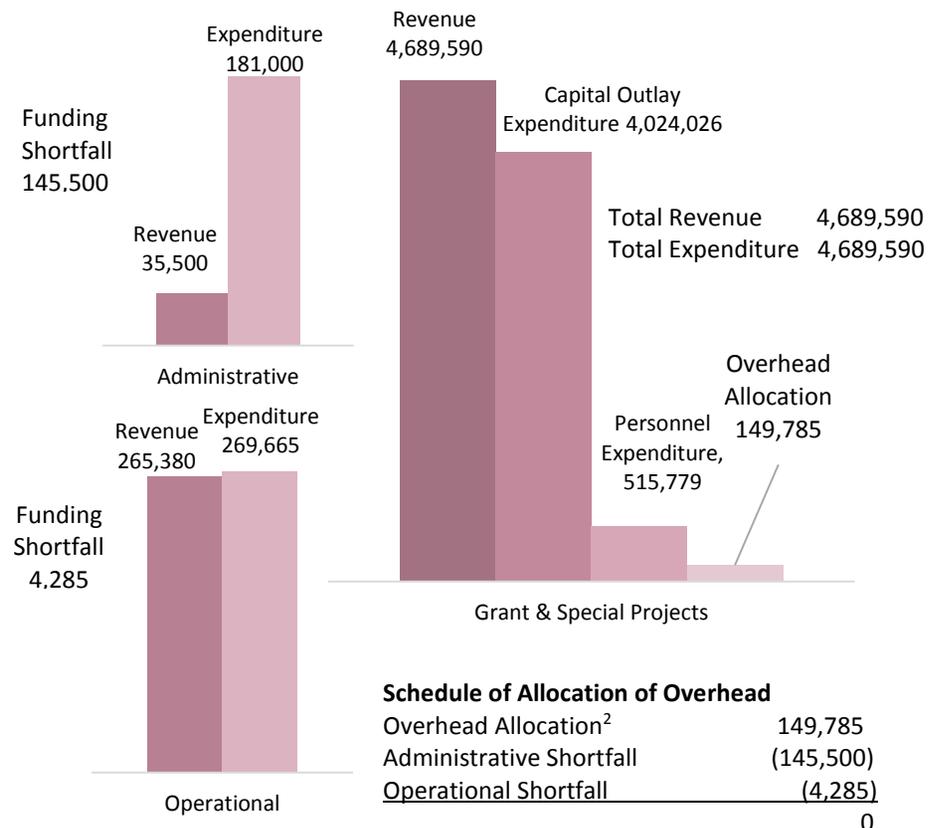
² – The majority of the Authority’s net assets are made up of non-depreciable land, which trends alongside the increases in net assets. However in recent fiscal year such as FY 13-14 net assets is increasing while non-depreciable land remains fairly constant. This is due to an increase in cash deposited with the County Treasurer and a decrease in the amount of accrued expenses for the fiscal year.

Budget Overview

CONSOLIDATED BUDGET FISCAL YEAR 2015-2016

	Budget FYE 2016 ¹
General Administrative Revenue	35,500
General Operational Revenue	265,380
Grants and Special Projects Revenue	4,689,590
Total Revenue	4,990,470
General Administrative Expenses	181,000
Personnel	515,779
General Operational Expenses	269,665
Grants and Special Projects Total Expense-Capital Outlay	4,024,026
Total Expense	4,990,470
Change in Net Position Before Transfers	-
Transfers In	738,074
Transfers Out	(738,074)
Change in Net Position ¹	-

REVENUE/EXPENDITURE COMPARISON BY CATEGORY



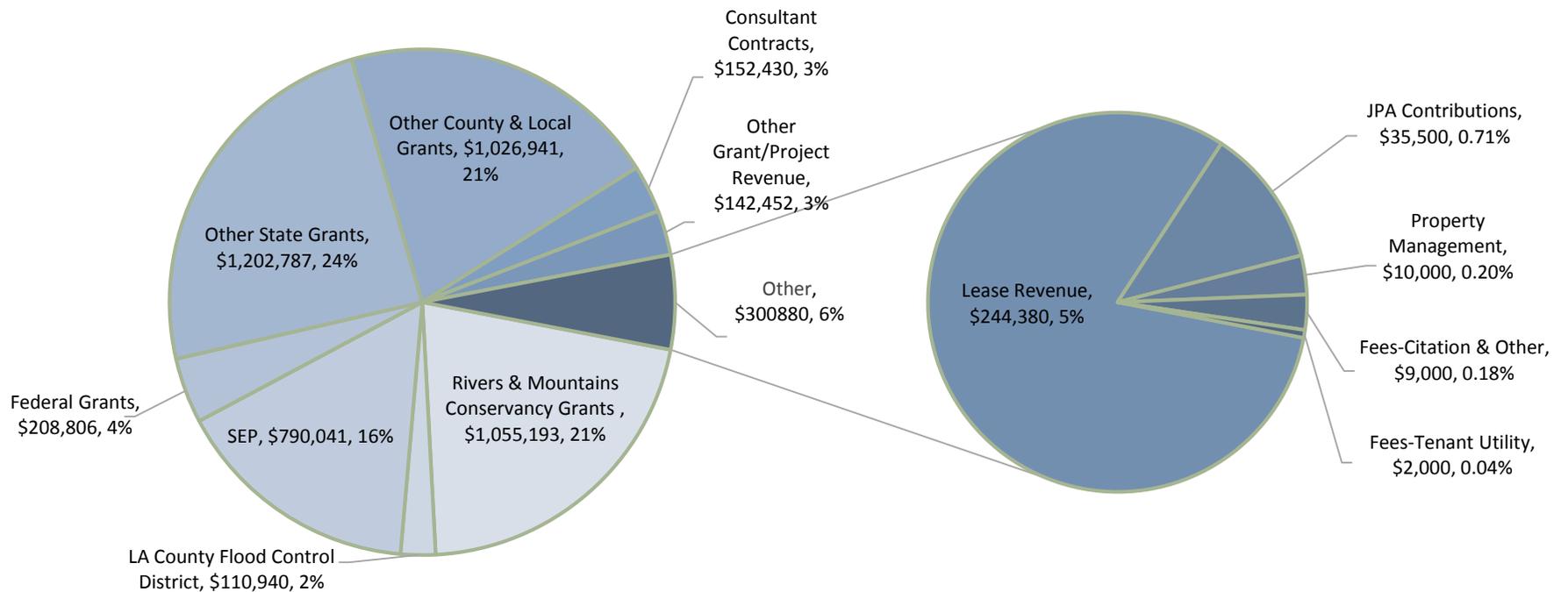
¹ – Budgeted figures do not include interest that might be accrued on funds held in the LA County Treasury Pool or Escrow funds or annual depreciation. The Authority presents a balanced budget in which revenue equals the Authority’s obligations including any budgeted reserves, if applicable. Any change in net assets comes primarily from acquisition of property and other capitalized buildings and improvements.

² – The overhead allocation is intended to cover those categories that are “underfunded” in which administrative/operational expenditures are less than anticipated revenue. Overhead Allocation is calculated based on an assumption of a precise level of chargeable staff completing work on a number of projects with a portion that allow overhead to be retained.

Revenue Overview

Fiscal year 2015-2016 revenues are projected to total \$4,990,470. Revenue available for general administrative and operational expenditures totals \$300,880 or 6% of all revenue. Of the general administrative and operational revenue, 81% or \$244,380 is received from lease revenue generated on WCA owned properties. Revenue expecting to be available and utilized for grant and special projects during the fiscal year totals \$4,689,590 of which \$3,634,397 or 73% is expected to be derived from federal, state, county, local funds, consultant contracts and other project revenue and 21% or \$1,055,193 is expected to be derived from grants from the Rivers & Mountains Conservancy. In prior year fiscal budgets, Rivers & Mountains Conservancy revenue accounted for approximately 26% (FY14/15) and 47% (FY13/14) of the total grant and special project revenue. The WCA has strategically diversified its funding portfolio to allow for greater flexibility and allow for increased growth and sustainability and is continuing to achieve this goal with each fiscal year.

FY 2015-2016 Total Revenue



Administrative & Operational Revenue

Administrative

When the RMC and the District established the WCA as a Joint Powers Authority the parties agreed to contribute annually to the Authority a value not to exceed \$50,000 and \$25,000 respectively for each agency plus an additional \$500 annually to cover postage expenditures. Projected Revenue for administrative expenditures totals \$35,500, consisting of member contributions of \$10,000 from RMC and \$25,500 from the District.

Operational

Revenue available for operational expenditures totals \$265,380, which includes lease revenue generated from WCA owned properties (\$244,380), a property management contribution from the RMC (\$10,000), and a small amount of anticipated citation (\$7,500), filming (\$1,500), and miscellaneous/utility fee revenue (\$2,000). Lease revenue is expected to remain fairly constant with slight anticipated increases being passed along to tenants/residences who had or will have a lease renewal during the upcoming fiscal year. Lease revenue with the exception of revenue generated from freeway billboard contracts has historically been budgeted at 95% of the total lease revenue to allow for potential tenant turnover and the cost and time needed for the WCA to locate a new tenant. Because citation and filming revenue is difficult to anticipate, no significant increases are projected in this area. Budgeted revenue from citations is determined by averaging receipts from the past several fiscal years. Both the duck farm and south gate properties produce more revenue than is needed to cover its expenditures, which allows funds to be transferred and used at other properties that generate either little to no revenue and for those properties that do not generate enough revenue to have expenditures covered.

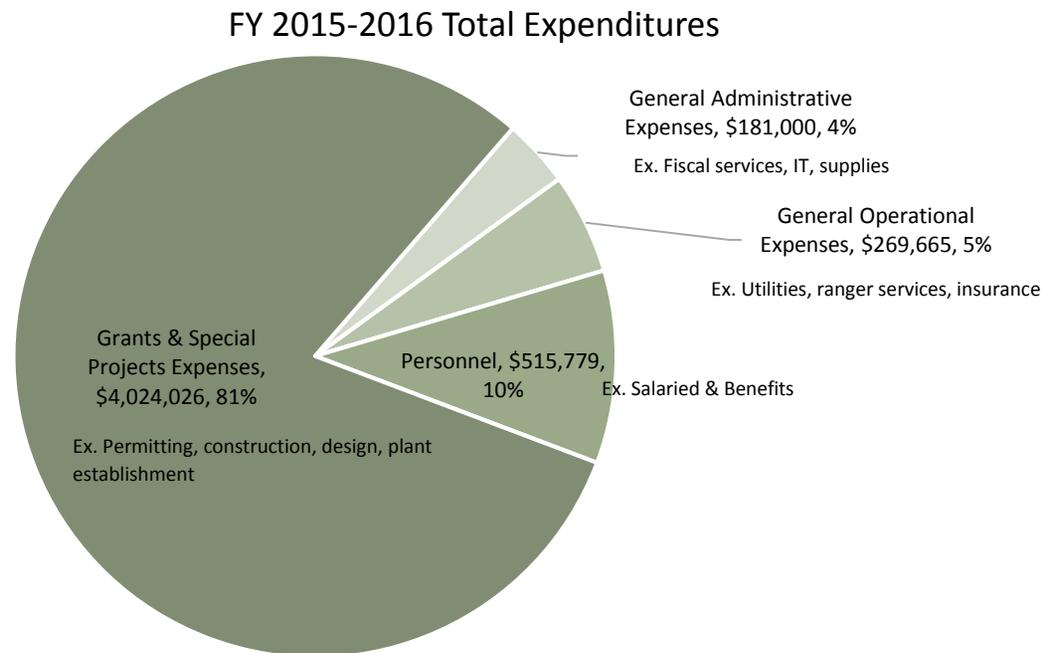
<i>Lease Revenue Detail</i>		Total Annual	
Duck Farm			
451 S. Rall ¹	Equestrian	\$	15,000
455 S. Rall Ave.	Residential	\$	25,800
Nursery	Commercial	\$	50,016
Freeway Billboard	Commercial	\$	40,000
El Encanto			
Unit 98	Residential	\$	18,216
Unit 100a	Residential	\$	17,609
Rainbow Ranch ²	Commercial	\$	4,060
Unit 100-RMC	Commercial	\$	48,120
South Gate			
Freeway Billboard	Commercial	\$	36,500
TOTAL		\$	255,321
1 Tenant operates an equestrian facility for personal use.			
2 Tenant leases an approx. 3 acre parcel of open space.			

Grants & Special Projects Revenue

One of the goals highlighted during the strategic planning process has been to expand and diversify the Authority’s resources to allow the agency to become more financially sustainable and independent as well as support goals for growth into identified and targeted specialized industry areas. The Authority has successfully been awarded numerous grants in the previous fiscal year that support that goal and continues to apply for grants that allow the agency to move forward with the completion of all planned phases of a project. Income from grants and other sources vary annually based on the number of active grants as identified in the Description of Major Funds, the timing for completion of those grants, agency staffing levels to complete the work required, and the estimated funding to be utilized in that particular fiscal year. In FY 2015-2016, there is an estimated \$4,689,590 in revenue anticipated. The proposed FY 2015-2016 budget does not include revenues from projects and/or grants applied for and not yet awarded nor does it include grants in which a grant agreement and timeline has not been executed and established. After each Board meeting during the fiscal year, staff will review activity and changes that will require amendment and will recommend changes to projected revenues to the Board in accordance with an established budget amendment policy.

Expenditure Overview

Fiscal year 2015-2016 expenditures are projected to total \$4,990,470. This total reflects a 31% or \$2,277,323 increase from FY 2014-2015 budgeted expenses. The increase is primarily due to an anticipated increase in capital outlay costs from awarded grants and contracts for the agency’s grants and special projects and a resulting increase in personnel of approximately 27% to manage the increased project activity. The expenditure components are as follows: 1) General Administrative Expenses, \$181,000 or 4%, 2) General Operational Expenses, \$269,665 or 5%, 3) Personnel, \$515,779 or 10%, and 4) Grant & Special Projects Capital Outlay Expenses, \$4,024,026 or 81%.



Personnel Expenditure

Personnel Budget Explanation

Fiscal Year 2015-2016 budgeted expenditures for personnel are expected to total \$515,779, which includes salaries, benefits, employer taxes, and accruals for employee leave. Expenditures for personnel come solely from grant and special project revenue. The WCA plans to employ a staff of seven full-time employees, with two additional vacant positions being added to the list of active employees in FY 2015-2016. This addition reflects a year-to-year budgetary change of \$111,216. The final FY 14/15 budget approved by the Board included two full time Project Manager I positions and one Associate Project Manager position being added for the last half of the fiscal year. WCA brought on one full time Project Manager I to bring the total active employee count five.

Benefits reflect a slight decrease from year-to-year due to a combination of two full time employee positions being added with benefits accounted for the entire fiscal year and a separation of employer taxes into a separate line item to display the difference in expenditure. In 2014, the WCA made changes to its health insurance benefit plan that allowed for some cost savings. In May 2015, the WCA made changes to its dental plan that expanded the plan to a PPO from an HMO, resulting in increases of approximately \$2,500 for its combined dental, vision, and life insurance plan. WCA has budgeted for a 10% increase in its health, dental, vision, and life insurance plans for potential increases during plan renewals in late 2015 and early 2016. No other employee benefit changes are expected in FY 15/16.

Salaries reflect an increase due to the aforementioned positions being added. Because of an increase in projects that will require specialized experience and knowledge, the WCA has removed the slot for a Project Manager I and replaced it with a position for a Project Manager III that will allow the WCA to meet its staffing needs more appropriately. The employee handbook allows for a 2% merit increase for new hires upon completion of the introductory period of employment and upon a satisfactory employee evaluation of performance. All other positions have been budgeted for a modest increase of 2%. Refer to the Appendix for personnel detail by position. The WCA has plans to hire a consultant in FY 15/16 to evaluate the employee compensation plan and policies and to establish a procedure for merit and Cost of Living Adjustments (COLA) in order to retain and reward employee performance and ensure competitiveness in the marketplace. This plan will be brought before the Governing Board for review and approval.

Employee Benefit Summary

In February 2010 the WCA became an employer entity and worked with an outside consultant to develop employee policies that would become part of an employee handbook and to establish competitive employee benefits and salaries to establish the WCA as a viable employer in the marketplace. Since that time, staff has implemented numerous policies on how its benefits are applied as part of an employee's benefit package. Each fiscal year during the budgeting process, WCA's benefits are reevaluated to ensure that its benefit packages remains reasonable and competitive in comparison to similarly operated agencies. When benefits such as health and dental insurance renew each year, staff recommends plan changes that may result in cost savings or increased costs and resulting additional or reduced benefits to employees. Any plan changes or overall budget reductions require WCA to evaluate the level of benefits provided to employees and determine the amount of costs that might be passed along to employees if the WCA is unable to cover the increases. Annually the employee handbook is reviewed to ensure its compliance with any new federal or state legal requirements and the resulting budgetary impact if any.

Employee Benefits	Standard Employer Contribution
Health Insurance	100% employee \$0 dependent
Dental Insurance	100% employee \$0 dependent
Vision Insurance	100% employee \$0 dependent
Life Insurance	\$25,000 employer paid additional amount employee pays
Retirement (457b)	8% gross wage contribution employee pays additional deferral
Accrued Vacation/Sick or Annual Leave	Accrual based on years of service, max. accrual 250 hours
Holidays	12 per year
<p>Note: Certain employment stipulations dictate whether the WCA pays 100% of the benefit such as FT or PT designation. Most benefits also have varying waiting periods. Any dependent coverage added is the responsibility of the employee.</p>	

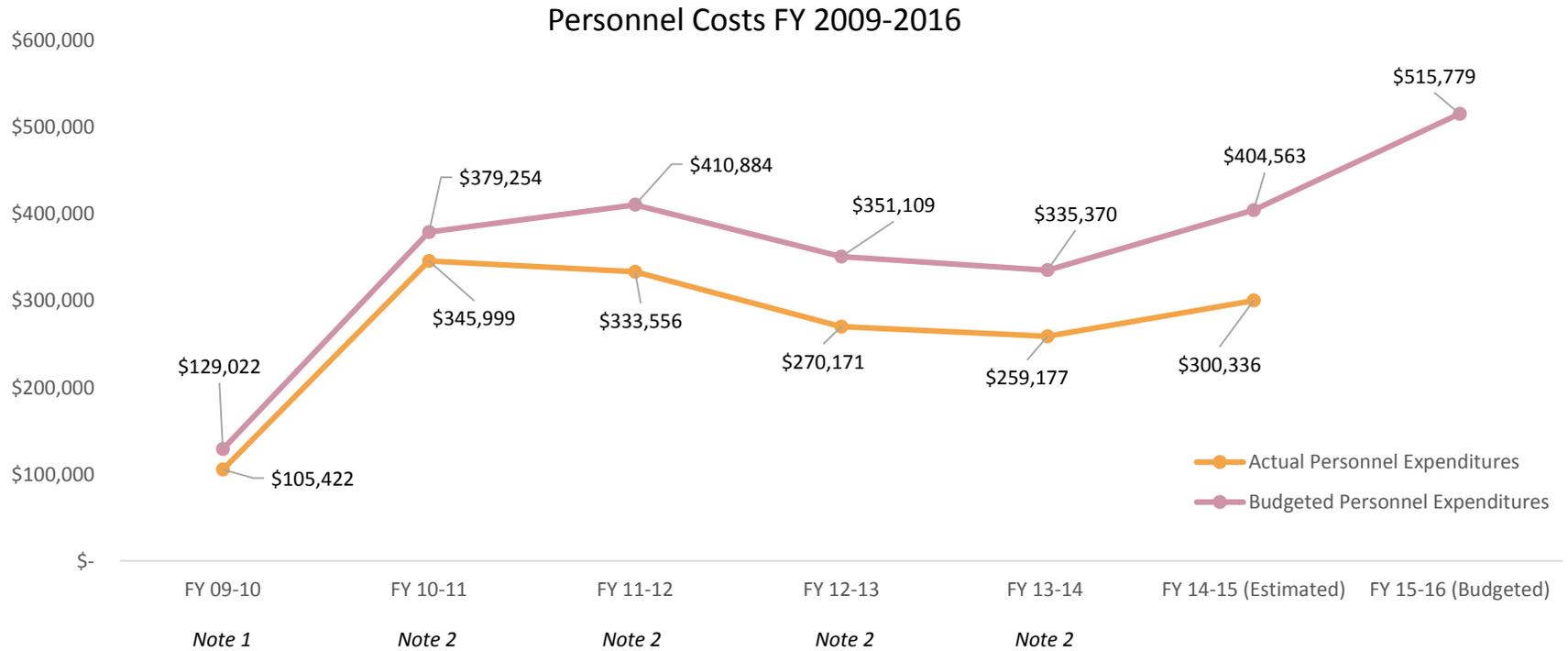
Billable Rate Model and Overhead Cost Allocation

Of the \$515,779 in total personnel costs, 100% of the expenditures are expected to be offset by grant and special project revenue as the result of the development of a Billable Rate Structure and Standard Rate Plan developed in FY 13/14. In prior fiscal years, the WCA had employed a consultant to implement an indirect standard rate plan to allocate indirect costs to programs, grants, contracts, and agreements. The plan was limited in its application given the progress the Agency had made in program development and diversification of funding. Most recently, the WCA employed a consulting group to develop a Billable Rate Structure model that could be utilized and updated regularly to reflect material changes to staffing levels and administrative and overhead policies. The Standard Rate Plan was prepared using the WCA’s current fiscal budget. The evaluation and resulting rate schedule model provides an accountable means to allocate labor, overhead and administrative costs as allowed within the confines of the work program and according to the stipulations governing the WCA’s various funding mechanisms and is implemented in accordance with guidelines under federal OMB Circular A-87. It is essential for the WCA to continue to diversify its funding streams to ensure that an acceptable mix of programs, grants, contracts, and agreements allow enough overhead to be captured to cover personnel costs for the agency’s administrative positions and administrative/operational costs incurred in running the agency’s office.

Analysis of Historic Personnel Costs

The following analysis provides a means of correlation between average number of employees and fiscal year audited salaries and benefits costs. Staff levels are expected to total seven full time employees and personnel costs are expected to total \$515,779 in FY 15-16, the largest number of full time employees and highest personnel cost that the WCA has incurred since it became an employer in 2010.

Budget FYE 2016		
Expense Detail		
Salaries	\$	369,935
Benefits	\$	104,262
Employer Taxes	\$	41,582
Personnel Subtotal	\$	515,779

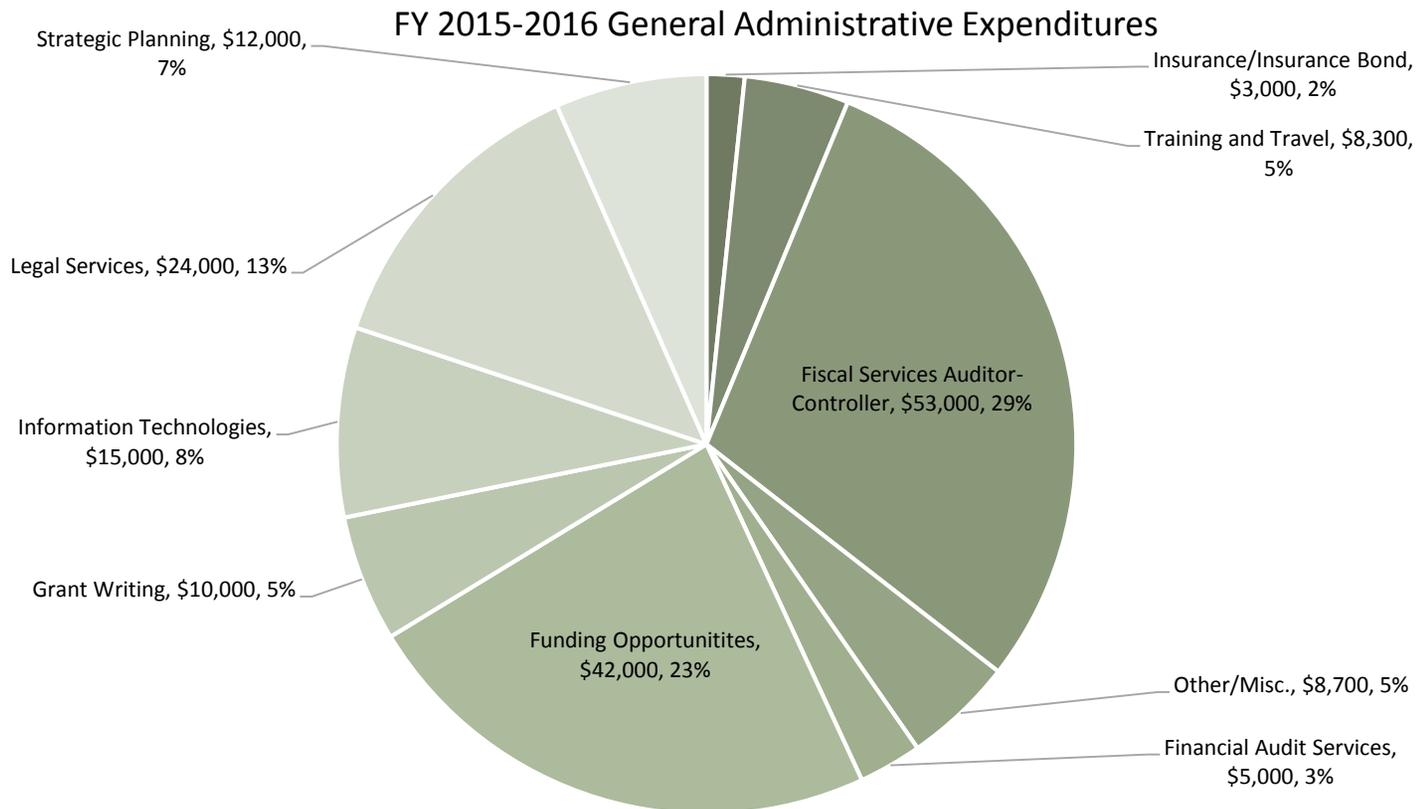


¹ WCA became an employer entity in February 2010; as such, FY 09-10 personnel costs are significantly low as they represent only a portion of the fiscal year from 2/2010-6/2010.

² Actual personnel expenditures appear less than budgeted personnel expenditures every fiscal year primarily due to two factors: 1) the number of staff the agency expected and budgeted to hire was more than the number of employees hired during the fiscal year and 2) staff turnover resulting in less employees/personnel costs than anticipated due to the position's vacancy or a hiring of a PT employee in place of a FT employee.

General Administrative Expenditure

General Administrative expenditures total \$181,000. Though revenue available for administrative costs totals only \$35,500, the shortfall of \$145,500 is expected to be funded by overhead allocations in accordance with the WCA Billable Rate Structure Plan. Planned administrative expenditures for FY 15/16 will increase by \$4,390 or 2% from the previous year due to a combination of cost savings in the fiscal services provided by the Los Angeles County Auditor Controller’s office and anticipated increases in the funding opportunities category due to an increase in the level of work and support that will be expected by the consultant providing the services. Other changes from FY 14/15 budget to FY 15/16 budget include minor planned changes in the areas of insurance and wireless phones as the result of anticipated cost-savings. Budgeted expenditures for general legal services plan to be utilized on an as needed basis as has been historically done through the services provided by the Law Office of Laurie Collins and O’Brien Watters & Davis LLP.



Note- Other/Misc. category includes budgeted expenditures for office supplies, postage, printer supplies, dues & subscriptions, and wireless phones combined.

General Operational Expenditure

General Operational expenditures total \$269,665. Though revenue available for operational costs totals only \$265,380, the shortfall of \$4,285 is expected to be funded by overhead allocations in accordance with the WCA Billable Rate Structure Plan. Planned operational expenditures for FY 15/16 will increase by \$12,687 or 5% from the previous year due to a combination of cost savings and higher anticipated expenditures in several categories.

Below is an explanation of categories with larger anticipated increases from year-to-year:

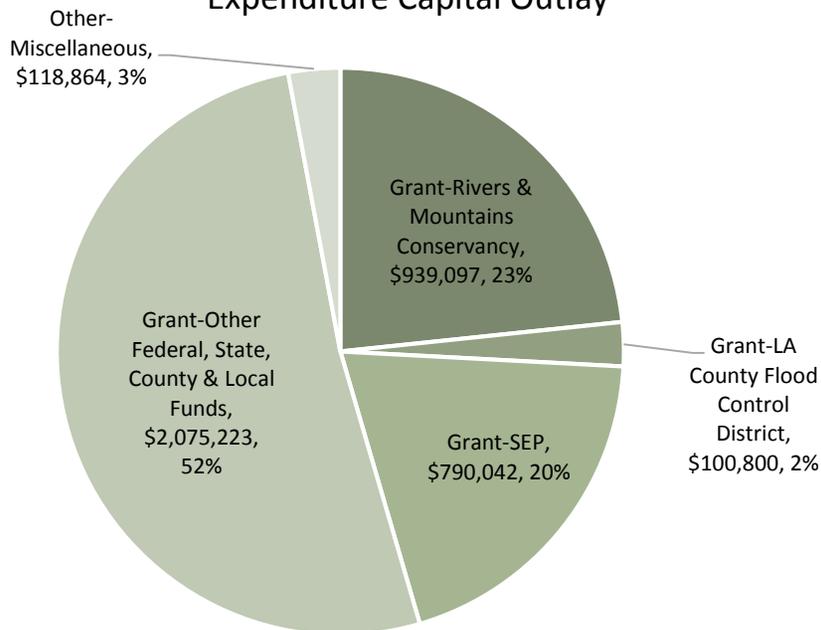
- Expenditures for general liability and umbrella insurance in FY 14/15 were higher than anticipated and budgeted amounts due to industry increases. The WCA works in coordination with its broker to seek out the most advantageous and cost effective insurance companies though the WCA has seen increases in insurance every year. As a result, the budget for insurance costs has been calculated as an average of the increase from past several years, which based on historical data, should be sufficient to cover any increases in the next fiscal year.
- Anticipated building and grounds maintenance and repair has been increased significantly due to planned maintenance and repair that needs to be completed at the El Encanto property. A portion of the budgeted amount plans to be used for some potential small upgrades or repairs to the El Encanto water treatment facility. These budgeted costs are used as a measure to allow the WCA to contract with a facilities maintenance provider that is chosen through the competitive bid process.
- A slight budget increase of approximately \$2,500 has been added to expenditures for electricity, propane, trash removal, and other utilities to allow for some increases that may be passed along by service providers. Budget categories have been shifted to allow for electricity and propane costs to be broken out separately for ease of tracking. Costs for these items were previously included in the other utilities line item. Budgeted expenditures for portable toilets have been categorized and added to the other utilities line item.
- Expenditures for water system operation/irrigation are planned to be less than the previous year's budget. WCA's was able to negotiate its contract for water system operation at approximately half of what was budgeted in the previous year.
- Expenditures for janitorial services is expected to decrease as the result of cost savings on services provided to the WCA office.
- Deferred maintenance contingency has historically been budgeted at 5% of lease revenue that allows the WCA to expend these funds on potential unplanned maintenance repairs that may need to be completed on tenant leased properties.
- Little to no budgetary changes are expected in the categories of security, property management, ranger services, and weed abatement. A slight increase in the security line item is related to anticipated rate increases from the alarm system provider. Property management expended is a direct reflection of the amount received by the RMC to manage the contract with the California Conservation Corp. for weed abatement services provided on WCA owned properties. Ranger services is expected to remain constant with these specialty services continuing to be provided by the MRCA. MRCA provides support services that allows the rangers to patrol WCA owned properties and provide on-call support for emergencies and events. Weed abatement is expected to remain constant, though final contractual value will be assigned to a service provider once the bid process has been completed and a contract has been negotiated.

Fiscal Year 2015-2016 Projected Operational Expenditures	Operational Duck Farm	Operational Mt. Baldy	Operational Citrus Heights	Operational El Encanto	Operational South Gate	Operational Walnut Creek	Budget FY 15/16	Budget FY 14/15
Insurance	2,400	1,600	100	13,250	100	100	17,550	14,200
Security	1,800			1,800			3,600	3,372
Building Maintenance and Repair	4,500			25,000	1,000		30,500	4,075
Grounds Maintenance and Repair	2,000			2,000	1,000		5,000	2,000
Electricity	403			15,000			15,403	0
Propane				5,500			5,500	0
Other Utilities				3,150			3,150	22,094
Trash Removal	2,000			3,500			5,500	5,000
Water System Operation/Irrigation	12,521			32,000			44,521	63,330
Property Management	3,750	250	250	3,750	500	1,500	10,000	10,000
Deferred Maintenance Contingency	6,541			4,400			10,941	10,907
Janitorial Services				7,000			7,000	11,000
Ranger Services	40,000	2,000		41,000	2,000	7,000	92,000	92,000
Weed Abatement	12,000			4,000		3,000	19,000	19,000
General Operational Expenditures	87,915	3,850	350	161,350	4,600	11,600	269,665	256,978

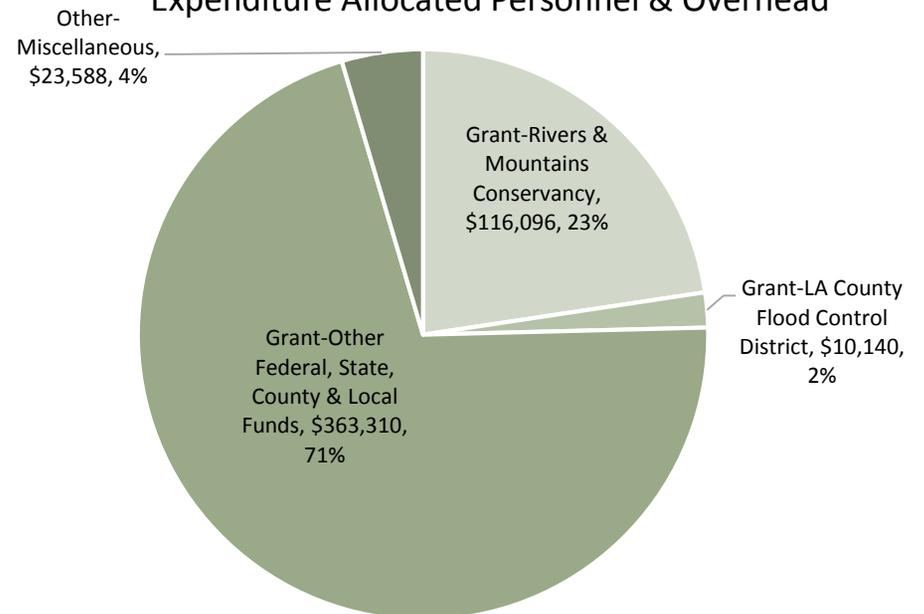
Grants & Special Projects Expenditure

The WCA anticipates that it will utilize \$4,689,590 of its grants and special project funding in FY 15/16, with a portion on hand being carried from the previous fiscal year. The WCA currently has over 30 grants or contracts from a variety of agencies including the RMC, the San Gabriel River Discovery Center, County of Los Angeles, and other local city and non-profit agencies and a myriad of programs and revenue pools from which those projects are funded. Some of its grants are being utilized towards the completion of one project such as in the case of the duck farm project. The timeline and stipulations as to how the funds are spent are dictated by the granting agency. Staff is responsible for ensuring the timeliness of delivery of the project in accordance with the established timeline, and ensuring that budgeted targets have been met and are in accordance with allowable costs. Though the totality of grants and project funds granted exceed what is budgeted for in this fiscal year, WCA projects revenue and expenditures based on the aforementioned criteria on how much is expected to be received and utilized during the fiscal year. WCA historically analyzes and separates grant and projects funds into two categories- funds allocated for the administration or completion of the project by staff and those allocated to capital associated activity. Expenditures allocated to capital activity is expected to total \$4,024,026. Capital activity accounts for all project expenditures with the exception of personnel expenses and administrative overhead. Capital activity varies with each grant or project and is expended in accordance with the grant agreement and/or contract specific budget. These costs are monitored on a continuous basis in totality as part of this budget process but are additionally monitored as part of the requirements for each grant or project. The remaining \$665,564 is allocated to cover personnel expenses and administrative overhead as permitted by the grant and project agreements and in accordance with the WCA’s Billable Rate Plan.

FY 2015-2016 Grant & Special Project Expenditure Capital Outlay



FY 2015-2016 Grant & Special Project Expenditure Allocated Personnel & Overhead



Appendix

**WATERSHED CONSERVATION AUTHORITY
CONSOLIDATED BUDGET FISCAL YEAR 2015-2016**

	Budget FYE 2015	Forecasted FYE 2015	Budget FYE 2016	\$ Change Budget '15 vs. Budget '16	% Change Budget '15 vs. Budget '16
Revenues					
General Administrative & Operating Revenue					
JPA Contributions	35,500	35,500	35,500	-	
Lease Revenue	243,729	218,136	244,380	651	
Property Management Contribution	10,000	10,000	10,000	-	
Fees-Citation	-	-	7,500	7,500	
Fees- Filming	-	-	1,500	1,500	
Other Miscellaneous Revenue	10,920	18,647	2,000	(8,920)	
Subtotal-General Administrative & Operating	300,149	282,283	300,880	731	0%
Grants and Special Projects Revenue					
Grant-Rivers & Mountains Conservancy	1,850,263	1,334,717	1,055,193	(795,070)	
Grant-LA County Flood Control District	224,000	280,000	110,940	(113,060)	
Grant-SEP	616,816	177,128	790,041	173,225	
Grant-Other Federal, State, County & Local Funds	4,276,565	452,653	2,438,534	(1,838,031)	
Other-Consultant Contracts	-	-	152,430	152,430	
Other-Mitigation Revenue	-	-	-	-	
Other-Donations	-	-	-	-	
Other-Miscellaneous	-	-	142,452	142,452	
Subtotal-Grants and Special Projects	6,967,644	2,244,498	4,689,590	(2,278,054)	-33%
Total Revenue	7,267,793	2,526,781	4,990,470	(2,277,323)	-31%
Expenses					
General Administrative Expenses					
Insurance/Insurance Bond	4,250	2,521	3,000	(1,250)	
Equipment & Software	-	-	-	-	
Office Supplies	500	600	500	-	
Postage	500	20	500	-	
Printer Supplies	500	42	500	-	
Training	3,000	2,165	3,000	-	
Travel	5,300	2,760	5,300	-	
Dues & Subscriptions	-	-	800	800	
Wireless Phones	1,800	1,423	1,400	(400)	
Fiscal Services Auditor-Controller	66,000	47,725	53,000	(13,000)	
Personnel Services	3,500	2,444	3,500	-	
Other/Not Classified	1,500	1,492	1,500	-	
Financial Audit Services	5,000	5,000	5,000	-	
Funding Opportunitites	23,760	22,600	42,000	18,240	
Grant Writing	10,000	-	10,000	-	
Information Technologies	15,000	8,786	15,000	-	
Legal Services	24,000	-	24,000	-	
Strategic Planning	12,000	-	12,000	-	
Subtotal-General Administrative	176,610	97,578	181,000	4,390	2%
Personnel					
Salaries	289,600	232,909	369,935	80,335	
Benefits	114,963	67,427	104,262	(10,701)	
Employer Taxes	-	-	41,582	41,582	
Subtotal-Personnel	404,563	300,336	515,779	111,216	27%
General Operational Expenses					
Insurance	14,200	14,650	17,550	3,350	
Security	3,372	3,232	3,600	228	
Building Maintenance and Repair	4,075	6,417	30,500	26,425	
Grounds Maintenance and Repair	2,000	-	5,000	3,000	
Electricity	-	-	15,403	15,403	
Propane	-	-	5,500	5,500	
Other Utilities	22,094	22,043	3,150	(18,944)	
Trash Removal	5,000	4,349	5,500	500	
Water System Operation/Irrigation	63,330	36,148	44,521	(18,809)	
Property Management	10,000	10,000	10,000	-	
Deferred Maintenance Contingency	10,907	3,346	10,941	34	
Janitorial Services	11,000	10,620	7,000	(4,000)	
Ranger Services	92,000	76,542	92,000	-	
Weed Abatement	19,000	6,474	19,000	-	
Subtotal-General Operational	256,978	193,821	269,665	12,687	5%
Grants and Special Projects Total Expense-Capital Outlay					
Grant-Rivers & Mountains Conservancy	1,745,438	683,537	939,097	(806,341)	
Grant-LA County Flood Control District	201,600	60	100,800	(100,800)	
Grant-SEP	572,816	28	790,042	217,226	
Grant-Other Federal, State, County & Local Funds	3,415,860	61,415	2,075,223	(1,340,637)	
Other-Consultant Contracts	-	-	-	-	
Other-Mitigation Revenue	-	-	-	-	
Other-Donations	-	-	-	-	
Other-Miscellaneous	-	-	118,864	118,864	
Carryover	493,928	1,190,006	-	(493,928)	
Subtotal-Grants and Special Projects	6,429,642	1,935,046	4,024,026	(2,405,616)	-37%
Total Expense	7,267,793	2,526,781	4,990,470	(2,277,323)	-31%
Change In Net Position Before Transfers	-	-	-	-	-
Transfers In	204,152	65,974	738,074	533,922	
Transfers Out	(204,152)	(65,974)	(738,074)	(533,922)	
Change In Net Position	-	-	-	-	-

WATERSHED CONSERVATION AUTHORITY
EXPANDED BUDGET FISCAL YEAR 2015-2016

	General Fund	Operational Duck Farm	Operational Mt. Baldy	Operational Citrus Heights	Operational El Encanto	Operational Parque Dos Rios	Operational Walnut Creek	Payroll and Accrued Leave	Grant & Special Project	Preliminary Budget FY 2015-2016
Personnel										
Salaries	-	-	-	-	-	-	-	369,935	-	369,935
Benefits	-	-	-	-	-	-	-	104,262	-	104,262
Employer Taxes	-	-	-	-	-	-	-	41,582	-	41,582
Subtotal-Personnel	-	-	-	-	-	-	-	515,779	-	515,779
General Operational Expenses										
Insurance	-	2,400	1,600	100	13,250	100	100	-	-	17,550
Security	-	1,800	-	-	1,800	-	-	-	-	3,600
Building Maintenance and Repair	-	4,500	-	-	25,000	1,000	-	-	-	30,500
Grounds Maintenance and Repair	-	2,000	-	-	2,000	1,000	-	-	-	5,000
Electricity	-	403	-	-	15,000	-	-	-	-	15,403
Propane	-	-	-	-	5,500	-	-	-	-	5,500
Other Utilities	-	-	-	-	3,150	-	-	-	-	3,150
Trash Removal	-	2,000	-	-	3,500	-	-	-	-	5,500
Water System Operation/Irrigation	-	12,521	-	-	32,000	-	-	-	-	44,521
Property Management	-	3,750	250	250	3,750	500	1,500	-	-	10,000
Deferred Maintenance Contingency	-	6,541	-	-	4,400	-	-	-	-	10,941
Janitorial Services	-	-	-	-	7,000	-	-	-	-	7,000
Ranger Services	-	40,000	2,000	-	41,000	2,000	7,000	-	-	92,000
Weed Abatement	-	12,000	-	-	4,000	-	3,000	-	-	19,000
Subtotal-General Operational	-	87,915	3,850	350	161,350	4,600	11,600	-	-	269,665
Grants and Special Project Total Expense-Capital Outlay										
Grant-Rivers & Mountains Conservancy	-	-	-	-	-	-	-	-	939,097	939,097
Grant-LA County Flood Control District	-	-	-	-	-	-	-	-	100,800	100,800
Grant-SEP	-	-	-	-	-	-	-	-	790,042	790,042
Grant-Other Federal, State, County & Local Funds	-	-	-	-	-	-	-	-	2,075,223	2,075,223
Other-Consultant Contracts	-	-	-	-	-	-	-	-	-	-
Other-Mitigation Revenue	-	-	-	-	-	-	-	-	-	-
Other-Donations	-	-	-	-	-	-	-	-	-	-
Other-Miscellaneous	-	-	-	-	-	-	-	-	118,864	118,864
Subtotal-Grants and Special Projects	-	-	-	-	-	-	-	-	4,024,026	4,024,026
Total Expense	181,000	87,915	3,850	350	161,350	4,600	11,600	515,779	4,024,026	4,990,470
Change In Net Position Before Transfers	(145,500)	40,110	(3,600)	(100)	(62,995)	32,400	(10,100)	(515,779)	665,564	-
Transfers In	145,500	-	3,600	100	62,995	-	10,100	515,779	-	738,074
Transfers Out	-	(40,110)	-	-	-	(32,400)	-	-	(665,564)	(738,074)
Change In Net Position	-	-	-	-	-	-	-	-	-	-

**WATERSHED CONSERVATION AUTHORITY
PERSONNEL BUDGET FISCAL YEAR 2015-2016**

	Budget FYE 2015	Actual as of 4/30/15	Additional Projected through 6/30/15	Forecasted FYE 2015	Budget FYE 2016	\$ Change Budget '15 vs. Budget '16
Expense Detail						
Salaries	\$ 289,601	\$ 184,959	\$ 47,950	\$ 232,909	\$ 369,935	\$ 80,334
Benefits	\$ 114,963	\$ 59,877	\$ 7,550	\$ 67,427	\$ 104,262	\$ (10,701)
Employer Taxes	\$ -	\$ -	\$ -	\$ -	\$ 41,582	\$ 41,582
Personnel Subtotal	\$ 404,564	\$ 244,836	\$ 55,500	\$ 300,336	\$ 515,779	\$ 111,215
Total Expense ¹	\$ 404,564	\$ 244,836	\$ 55,500	\$ 300,336	\$ 515,779	\$ 111,215

Personnel Detail		FY 14/15 Wages	% Adjustment	Wage Increase	Hrs	Total Annual	Benefits	Employer Taxes	Total Comp
Deputy Executive Director (FT) ²	Active	35.19	2%	35.89	2080	\$ 74,659	\$ 19,547	\$ 8,216	\$ 102,423
Project Manager III (FT) ³	Anticipated		2%	34.68	2080	\$ 72,134	\$ 18,309	\$ 7,832	\$ 98,275
Fiscal Manager (FT) ²	Active	27.31	2%	27.86	2080	\$ 57,949	\$ 14,128	\$ 6,430	\$ 78,507
Project Manager I (FT) ²	Active	23.71	2%	24.18	2080	\$ 50,303	\$ 17,205	\$ 5,765	\$ 73,273
Project Manager I (FT) ²	Active	22.95	2%	23.41	2080	\$ 48,691	\$ 11,481	\$ 5,339	\$ 65,510
Associate PM (FT) ³	Anticipated		2%	17.85	2080	\$ 37,128	\$ 11,674	\$ 4,372	\$ 53,173
Admin Assistant (FT) ²	Active	13.70	2%	13.98	2080	\$ 29,071	\$ 11,918	\$ 3,628	\$ 44,618
TOTAL						\$ 369,935	\$ 104,262	\$ 41,582	\$ 515,779

Notes:

1- 27% increase in budgeted salaries from FY14-15 vs. FY 15-16 is reflective of two FT positions (Project Manager III & Associate PM) being added. Final FY 14/15 budget included

2 PMI positions and 1 Associate PM position added for approximately 1/2 of the fiscal year. WCA hired only one of PMI position previously budgeted for.

2- A 2% COLA adjustment is being added to active employee salaries.

3- A 2% merit increase is being added to the positions that the WCA plans to hire for in FY 15/16. The employee handbook allows for a 2% increase following the introductory period of employment upon a satisfactory employee review.

June 25 2015 - Item 14

RESOLUTION 2015-24

RESOLUTION OF THE WATERSHED CONSERVATION AUTHORITY APPROVING THE FINAL BUDGET FOR FY 15/16.

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 the final budget for FY 15/16; 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 June 25, 2015.
4. **APPROVES** the Watershed Conservation Authority final budget for FY 15/16.

~ End of Resolution ~

//

Motion _____ Second: _____

Ayes: _____ Nays: _____ Abstentions: _____

Resolution 2015-24

Passed and Adopted by the Board of the
WATERSHED CONSERVATION AUTHORITY
On June 25, 2015

Brian Mejia, Governing Board Chair

ATTEST: _____
Terry Fujimoto
Deputy Attorney General