

*Regional Conservation Authority*

**Fee Credit and Waiver Policy**

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**Staff Contact:**

**Best Best & Krieger LLP  
(951) 686-1450**

**Background:**

The Western Riverside County MSHCP provides for the establishment of the Local Development Mitigation Fee to fund the acquisition of conservation lands within Western Riverside County. The Implementing Agreement and Implementing Mechanisms adopted by the Member Agencies require each agency to collect such fees from new development within Western Riverside County.

The generation, collection and expenditure of the Local Development Mitigation Fee is a key component to allow acquisition of the 153,000 acres of Additional Conservation Land that will complete the 500,000 acre MSHCP Conservation Area.

Section 8.0 of the MSHCP states that a variety of incentives may be offered by the Local Permittees, including waiver and/or reduction of the Fee. In some instances, such Fee "credits" may be an appropriate tool to provide incentives to developers to contribute property. RCA Staff believes it is important, however, to establish a policy for the use of Fee credits to ensure adequate funding exists for acquisition, including but not limited to review, comment and approval by RCA Staff.

Extensive discussions have occurred over the last several months between various interested parties regarding the use of fee credits and the RCA's role, if any, in their approval and use. At this point, several different options have been suggested by these parties. These are:

1. No RCA Fee Credit policy, leaving issuance decisions solely to the Local Permittees.
2. An RCA Fee Credit policy that establishes criteria for the use of Fee Credits by the Local Permittees but does not require RCA approval. RCA staff would review and comment as appropriate on the issuance of such credits as they are proposed to the Local Permittees and submitted to RCA staff.
3. An RCA Fee Credit policy similar to Draft Resolution 04-12 submitted to the RCA Board on December 6, 2004, which gives the RCA General Manager approval power over Fee Credits in addition to establishing issuance criteria. (See attached) This policy would have an appeal process to the RCA Board for such decisions.

4. An RCA Fee Credit policy that shifts the decision making on the fee credits from the General Manager to the RCA Board. This would reflect the recommendations of the WRCOG City Manager TAC on November 18, 2004.

On February 7, 2005, the RCA Administrative Committee directed staff to meet with the WRCOG TAC and Planning Director's TAC as well as the Implementation and Administration Guidelines Committee ("IAGC") to receive input on the draft resolution. The WRCOG TAC supports Option No. 2, which is reflected in the attached draft resolution. The Planning Directors TAC had a variety of opinions on the appropriate Option and agreed to study this matter further, as did the IAGC.

**Staff Recommendation:**

Consideration of attached draft Resolution 05-02, which reflects Option No. 2 above. Staff recommends that if the RCA Board ultimately adopts this resolution that fee credit issuance be closely monitored for a six month period. If it appears that the use of fee credits is compromising the MSHCP or the related state and federal permits, an alternate policy be considered that reflects Options No. 3 or 4 above. Additionally, based upon TAC recommendations, staff recommends that a formal policy be drafted for the use of fee credits, expanding upon the criteria currently set forth in the draft resolution.

**Attachment:**

Draft Resolution No. 05-02

**DRAFT**

**RESOLUTION NO. 05-02**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
WESTERN RIVERSIDE COUNTY REGIONAL  
CONSERVATION AUTHORITY ESTABLISHING  
A FEE CREDIT AND WAIVER POLICY**

**WHEREAS**, the Western Riverside County Regional Conservation Authority (“Authority”) is a public agency of the State of California formed by a Joint Exercise of Powers Agreement (“JPA”); and

**WHEREAS**, pursuant to Section 19 of the JPA, the Authority has the power to adopt such rules and regulations as the Board may deem necessary for the conduct of the Authority’s affairs; and

**WHEREAS**, the Authority desires to ensure a consistent and adequate flow of fee revenues to support its operations, consistent with the intent of the Western Riverside County Multiple Species Habitat Conservation Plan (“MSHCP”), the MSHCP Implementing Agreement (“IA”), and the JPA; and

**WHEREAS**, Sections 6.1.1 and 8.4.2 of the MSHCP allow the use of incentives to be offered to landowners and developers to fully or partially compensate them for the conservation of their lands, including waiver and/or reduction of the Local Development Mitigation Fee (“Fee”); and

**WHEREAS**, the Authority desires to balance the use of fee credits, waivers or reductions as an incentive for conservation against its ability to ensure adequate funding of the MSHCP.

**NOW, THEREFORE, BE IT RESOLVED** by the Western Riverside County Regional Conservation Authority Board of Directors:

1.0 **FEE CREDIT, WAIVER OR REDUCTION PROCESS.** When a Member Agency receives a request for a fee credit, waiver or reduction (“Fee Credit”) or proposes a Fee Credit, such request shall be considered based on all relevant information concerning the project, including but not limited to: 1) the need for the property for conservation (“Conservation Land”); 2) the overall revenue requirements of the MSHCP; 3) whether the proposed Fee Credit is reasonable in light of the appraised value of the Conservation Land; 4) the extent to which the Conservation Land is needed to complete the MSHCP Conservation Area; and 5) whether the Conservation Land is of a size, configuration and location such that that it can be managed as part of the MSHCP Conservation Area. Fee Credits shall not be approved for property that could not otherwise be developed or has significant development constraints as identified in the appropriate Member Agency’s general plan, zoning ordinance, governing land use documents and/or relevant local, state or federal law.

In the event that a Fee Credit is approved by a Member Agency, the Conservation Land shall be conveyed in fee to the Authority prior to issuance of a grading permit for the project. The Conservation Land shall be free of encumbrances that could adversely

impact the Authority's ability to manage the Conservation Land. Each Member Agency shall submit a monthly report to the Authority of all approved Fee Credits. Authority staff shall be available to assist Member Agencies in their consideration of any Fee Credit proposals.

- 2.0 **AUTHORITY GENERAL MANAGER REVIEW AND COMMENT.** When a Member Agency receives a request for a Fee Credit or proposes a Fee Credit, such request shall be submitted to the Authority's general manager ("General Manager"). The General Manager shall review the request and comment as appropriate. This request shall include all relevant documentation related to the project, including project description, map, criteria cells, if any, designation of land proposed for conservation and an appraisal prepared pursuant to Section 6.1.1 of the MSHCP. The Member Agency shall also identify in the materials submitted to the General Manager other potential incentives set forth in Section 6.1 of the MSHCP and explain why they are not being utilized for the project instead of a Fee Credit.

The General Manager may consult with the Board of Directors, the Funding Coordination Committee ("FCC") or any other body prior to commenting on the Fee Credit request. However, the General Manager shall complete his/her review and comment, if any no later than the conclusion of the Joint Review Process pursuant to Section 6.6.2 of the MSHCP. The General Manager shall provide monthly reports to the Board of Directors of all approved Fee Credits.

PASSED AND ADOPTED at the regular meeting of the Board of Directors of the Western Riverside County Regional Conservation Authority held this \_\_\_ day of \_\_\_\_\_, 2005.

By: \_\_\_\_\_  
Robin Lowe, Chairman  
Western Riverside County  
Regional Conservation Authority

ATTEST:

By: \_\_\_\_\_  
Honey Bernas, Clerk  
Western Riverside County  
Regional Conservation Authority

*Regional Conservation Authority*

**Authorization to Enter into Short-term  
Contracts to fill Four Key Positions**

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**Staff Contact:**

**Ron Rempel, General Manager  
(951) 955-2852**

**Background:**

The General Manager and the Executive Director request authorization for the Executive Director to execute contracts with individuals or organizations approved by the General Manager to assist in the interim operation of the RCA and to assist in the development of the needed elements to bring a proposed organizational structure before the Board for consideration. These contracts would provide for individuals or organizations to perform the responsibilities of the Operations Manager, Revenue and Accounting Manager, Biological Program Manager/Environmental Biologist and Geographic Information System Analyst. The contracts would be based on an hourly rate negotiated by the General Manager and a not to exceed contract amount. The not to exceed amount for the contract positions would be:

Operations Manager - \$75,000  
Revenue and Accounting Manager - \$75,000  
Biological Program Manager/Environmental Biologist - \$75,000  
GIS Analyst - \$75,000

The hourly rates for these contracts could not exceed the hourly rate of \$95/hour. This is the hourly rate in the current WRCOG contract for the RCA's Government Relations Director.

**Staff Recommendation:**

Recommend approval.

**Attachments:**

None

*Regional Conservation Authority*

**Resolution No. 05-01 Amending Bylaws  
related to Stakeholder Advisory Committee**

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**Staff Contact:**

**Best Best & Krieger LLP  
(951) 686-1450**

**Background:**

The Authority has adopted Bylaws establishing a variety of standing committees. Under the existing Bylaws, the Stakeholder Advisory Committee is charged with reviewing implementation plans and performing such other duties as directed by the Board. In order to comply with the settlement reached with the Property Owners Association, it is necessary to change the name of the Stakeholders Advisory Committee to the "Implementation and Administration Guidelines Committee." This change will bring the bylaws into conformance with the terms of that settlement.

In addition, the Bylaws currently provide that the Committee can have up to fifteen (15) members. Staff is requesting that the maximum be increased to sixteen (16) members in order to provide broader representation on the Committee. The purposes of the Committee and the eligible members of the Committee have not been changed.

Because this is a Bylaws amendment, notice of the bylaws amendment was provided to each of the regular members of the Authority four weeks prior to the Board adopting the change. The Bylaws permit notice to be provided by placing the item on a Board meeting agenda. Pursuant to this requirement, the Resolution was noticed on the February agenda and it can now be approved by the RCA board at the March 2005 meeting.

**Recommendation:**

Review and consider approval of Resolution No. 05-01.

**Attachment:**

Resolution 05-01

**RESOLUTION NO. 05-01**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
WESTERN RIVERSIDE COUNTY REGIONAL  
CONSERVATION AUTHORITY AMENDING ITS BYLAWS  
TO CHANGE THE NAME OF THE STAKEHOLDER  
ADVISORY COMMITTEE TO THE IMPLEMENTATION  
AND ADMINISTRATION GUIDELINES COMMITTEE**

**WHEREAS**, the Western Riverside County Regional Conservation Authority (“Authority”) is a public agency of the State of California formed by a Joint Exercise of Powers Agreement (“Agreement”); and

**WHEREAS**, pursuant to Section 19 of the Agreement, the Authority has the power to adopt such rules and regulations as the Board may deem necessary for the conduct of the Authority’s affairs; and

**WHEREAS**, the Authority has adopted Bylaws and the Authority has determined that it is necessary at this time to revise the Authority’s Bylaws.

**WHEREAS**, notice of this change to the Bylaws has been provided as required in the Bylaws.

**NOW, THEREFORE**, the Western Riverside County Regional Conservation Authority hereby resolves to amend its Bylaws as follows:

Article IX, Section A, Section 4 of the Authority’s Bylaws is amended to change the name of the Stakeholder Advisory Committee to the Implementation and Administration Guidelines Committee, as follows:

“4. Implementation and Administration Guidelines Committee. The Implementation and Administration Guidelines Committee shall be appointed by the Chairperson and ratified by the Board. The Committee shall be composed of up to sixteen (16) members, whose members shall be drawn from the following:

- 1) groups representing property owners affected by the MSHCP;
- 2) government agencies within Riverside County;

- 3) groups representing environmental interests implicated by the MSHCP; and
- 4) other stakeholders.

“Committee members shall not be permitted to appoint alternates. The Committee shall meet when requested to do so by the Chairperson or Board. Reasonable efforts shall be made to hold committee meetings a minimum of twice yearly. The Implementation and Administration Guidelines Committee shall review implementation plans and perform such other duties as directed by the Board.”

PASSED AND ADOPTED at the regular meeting of the Board of Directors of the Western Riverside County Regional Conservation Authority held this 7<sup>th</sup> day of March, 2005.

By: \_\_\_\_\_  
Robin Lowe, Chairman  
Western Riverside County  
Regional Conservation Authority

ATTEST:

By: \_\_\_\_\_  
Honey Bernas, Clerk  
Western Riverside County  
Regional Conservation Authority

*Regional Conservation Authority*

**RCA INVESTMENT POLICY**

**Staff Contact:**

**Best Best & Krieger, Legal Counsel  
(951) 686-1450**

**Background:**

Under state law, public agencies are required to adopt and annually review investment policies for the investment of local agency funds. Attached is a resolution and RCA investment policy for consideration by the Board. The principal investment objectives as set forth in the policy are as follows:

1. The preservation of capital and protection of investment principal.
2. The maintenance of sufficient liquidity to meet anticipated cash flows.
3. Attainment of a market rate of return.
4. Diversification to avoid incurring unreasonable market risks.
5. Conformance with all applicable California statutes and federal regulations.

In accordance with California law, the policy requires that agency investment decision comply with the "prudent investor" standard and delegates investment authority to the agency's Treasurer. The RCA Board has designated the Riverside County Treasurer as the RCA's Treasurer.

The policy sets forth a list of authorized and prohibited investments. The policy has been reviewed by the Riverside County Treasurer's Office to ensure conformity with the Treasurer's investment policies.

**Staff Recommendation:**

That the Board review and approve Resolution No. 05-03 adopting the Western Riverside County Regional Conservation Authority investment policy.

**Attachment:**

Resolution No. 05-03

**RESOLUTION NO. 05-03**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
WESTERN RIVERSIDE COUNTY REGIONAL  
CONSERVATION AUTHORITY ADOPTING A  
STATEMENT OF INVESTMENT POLICY**

**WHEREAS**, the California Legislature has provided standards for governing bodies authorized to make investment decisions for local agencies, which are set forth in Government Code sections 16429.1, 53600-53609 and 53630-53686 (the "Investment Act"); and

**WHEREAS**, Section 53646 of the Government Code allows local agencies to annually approve a Statement of Investment Policy which has been prepared by the chief fiscal officer of such local agency; and

**WHEREAS**, the Board of Directors of the Western Riverside County Regional Conservation Authority has been presented with a Statement of Investment Policy, attached hereto, which is designed to conform with the requirements of the Investment Act; and

**WHEREAS**, the Board of Directors, with the aid of its staff, has reviewed the Statement of Investment Policy and wishes to approve the same;

**NOW, THEREFORE**, the Western Riverside County Regional Conservation Authority hereby adopts a Statement of Investment Policy, a copy of which is on file at the offices of the Authority and is available for inspection by the public.

**PASSED AND ADOPTED** at the regular meeting of the Board of Directors of the Western Riverside County Regional Conservation Authority held this 7th day of March, 2005.

By: \_\_\_\_\_  
Robin Lowe, Chairman  
Western Riverside County  
Regional Conservation Authority

ATTEST:

By: \_\_\_\_\_  
Honey Bernas, Clerk  
Western Riverside County  
Regional Conservation Authority

**WESTERN RIVERSIDE COUNTY**  
**REGIONAL CONSERVATION AUTHORITY**  
**INVESTMENT POLICY**

**INTRODUCTION**

The Western Riverside County Regional Conservation Authority, is a Joint Powers Authority (“RCA”) comprised of the County of Riverside and the Cities of Banning, Beaumont, Calimesa, Canyon Lake, Corona, Hemet, Lake Elsinore, Moreno Valley, Murrieta, Norco, Perris, Riverside, San Jacinto and Temecula. The RCA is responsible for the implementation and management of the Western Riverside County Multiple Species Habitat Conservation Plan (“MSHCP”). The RCA is governed by a board of directors (the “Board”), comprised of the five members of the Riverside County Board of Supervisors and the members of the Western Riverside Council of Governments Executive Committee.

The Board has adopted this Investment Policy (the “Policy”) in order to establish the investment scope, objectives, delegation of authority, standards of prudence, reporting requirements, internal controls, eligible investments and transactions, diversification requirements, risk tolerance, and safekeeping and custodial procedures for the investment of the funds of the RCA. All RCA funds will be invested in accordance with the Policy and with applicable sections of the California Government Code.

This Policy was endorsed and adopted by the Board of Directors of the Western Riverside County Regional Conservation Authority on March 7, 2005.

**SCOPE & OBJECTIVES**

The provisions of this Policy shall apply to all financial assets of the RCA. The principal investment objectives of the RCA are:

1. Preservation of capital and protection of investment principal.
2. Maintenance of sufficient liquidity to meet anticipated cash flows.
3. Attainment of a market value rate of return.
4. Diversification to avoid incurring unreasonable market risks.
5. Conformance with all applicable California statutes and Federal regulations.

## **DELEGATION OF AUTHORITY**

The management responsibility for the RCA's investment program is delegated annually by the Board to the Treasurer pursuant to California Government Code Section 53607 and oversight is provided by the Investment Oversight Committee. As designated by the Board of Directors, the Riverside County Treasurer serves as the Treasurer. The Treasurer may delegate the authority to conduct investment transactions and to manage the operation of the investment portfolio to other specifically authorized staff members. The Treasurer shall maintain a list of persons authorized to transact securities business for the RCA. No person may engage in an investment transaction except as expressly provided under the terms of this Policy.

The RCA may engage the support services of outside investment advisors in regard to its investment program, so long as it can be clearly demonstrated that these services produce a net financial advantage or necessary financial protection of the RCA's financial resources.

## **PRUDENCE**

The standard of prudence to be used for managing the RCA's investments shall be California Government Code Section 53600.3, the prudent investor standard which states:

“When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency.”

The RCA's overall investment program shall be designed and managed with a degree of professionalism that is worthy of the public trust. The RCA recognizes that no investment is totally riskless and that the investment activities of the RCA are a matter of public record. Accordingly, the RCA recognizes that occasional measured losses are inevitable in a diversified portfolio and shall be considered within the context of the overall portfolio's return, provided that adequate diversification has been implemented and that the sale of a security is in the best long-term interest of the RCA.

The Treasurer and authorized investment personnel acting in accordance with written procedures and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided that the deviations from expectations are reported in a timely fashion to the RCA and appropriate action is taken to control adverse developments.

## ETHICS AND CONFLICTS OF INTEREST

Elected officials and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program or could impair or create the appearance of an impairment of their ability to make impartial investment decisions. Employees and investment officials shall disclose to the Treasurer any financial interests they have in financial institutions that conduct business with the RCA and they shall subordinate their personal investment transactions to those of the RCA. In addition, the Treasurer shall file a Statement of Economic Interests each year pursuant to California Government Code Section 87203.

## AUTHORIZED SECURITIES AND TRANSACTIONS

All investments and deposits of the RCA shall be made in accordance with California Government Code Sections 16429.1, 53600-53609 and 53630-53686, except that pursuant to California Government Code Section 5903(e), proceeds of bonds and any moneys set aside or pledged to secure payment of the bonds may be invested in securities or obligations described in the ordinance, resolution, indenture, agreement, or other instrument providing for the issuance of the bonds. Any revisions or extensions of these code sections will be assumed to be part of this Policy immediately upon being enacted. However, in the event that amendments to these sections conflict with this Policy and past RCA investment practices, the RCA may delay adherence to the new requirements when it is deemed in the best interest of the RCA to do so. In such instances, after consultation with the RCA's legal counsel, the Treasurer will present a recommended course of action to the Board for approval.

The RCA has further restricted the eligible types of securities and transactions as follows:

1. United States Treasury Bills, Notes, Bonds or Certificates of Indebtedness.

These are instruments issued by the U.S. Treasury. They are backed by the full faith and credit of the federal government.

U.S. Treasury issues are considered to be the safest of all investments. These securities are very liquid and marketable and they offer a wide range of available maturities.

**RCA Maximum:** 100%

**Statutory basis:** Gov't Code § 53601(b).

2. Obligations of Federal Agencies & Federal Instruments.

These are instruments issued by federally owned or sponsored Agencies of the federal government. They have the backing of the federal government.

Next to U.S. Treasury issues, Federal Agencies are typically considered the safest class of securities available. These securities are very liquid and marketable and they offer a wide range of available maturities.

RCA may invest in Federal Agency of United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.

**RCA Maximum:** 100%

**Statutory Basis:** Gov't Code § 53601(e).

3. Obligations of the State of California.

RCA may invest in registered state warrants or treasury notes or bonds of this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the state, or by a department, board, agency, or authority of the state.

**RCA Maximum:** 15%

**Statutory Basis:** Gov't Code § 53601(c).

4. Obligations of Other Local CA Agencies.

RCA may invest in bonds, notes, warrants, or other evidences of indebtedness of any local agency within California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency.

**RCA Maximum:** 15%

**Statutory Basis:** Gov't Code § 53601(d).

5. RCA's Own Bonds.

**RCA Maximum:** 15%

**Statutory Basis:** Gov't Code § 53601(a).

6. Repurchase Agreements.

Repurchase Agreements (repo) are one of the most flexible investments available to invest short-term funds and when proper guidelines are followed, relatively safe. A Repurchase Agreement involves two simultaneous transactions. One transaction involves the sale of securities (collateral) by a borrower of funds, typically a bank or broker/dealer in governments or agencies, to a lender of funds. The lender can be any investor with cash to invest. The second transaction is the commitment by the borrower to repurchase these securities at the same price plus a predetermined amount of interest on an agreed future date.

Investments in repurchase agreements may be made, on any investment authorized in Government Code section 53601(i), when the term of the agreement does not exceed one (1) year. The market value of securities that underlay a repurchase agreement shall be valued at 102 % or greater of the funds borrowed against those securities and the value shall be adjusted no less than quarterly. Since the market value of the underlying securities is subject to daily market fluctuations, the investments in repurchase agreements shall be in compliance if the value of the underlying securities is brought back up to 102 % no later than the next business day.

**RCA Maximum:** 40%, 25% if term repo over 7 days, no more than 20% with one dealer in term repo

**Statutory Basis:** Gov't Code 53601(i).

7. Commercial Paper.

Commercial paper is negotiable corporate debt, usually unsecured, and issued on a continuous basis for short time frames. Commercial Paper can offer some of the most attractive short-term rates available, odd amounts of funds can be invested and a wide range of maturities are normally available.

RCA may invest in Prime Commercial Paper with a maturity not exceeding 270 days. Investment is limited to commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a nationally recognized statistical-rating organization (NRSRO). The entity that issues the commercial paper shall either be organized and operating in the United States as a general corporation with total assets in excess of five hundred million dollars (\$ 500,000,000), a debt other than commercial paper, if any, that is rated "A" or higher by a nationally recognized statistical-rating organization (NRSRO) OR the entity shall be organized within the United States as a special purpose corporation, trust, or limited liability company, with program wide credit

enhancements including, but not limited to, overcollateralization, letters of credit, or surety bond and commercial paper that is rated "A-1" or higher, or the equivalent, by a nationally recognized statistical-rating organization (NRSRO).

No more than 10% of the RCA's total portfolio may be invested in any one issuer, and the aggregate investment shall not exceed 25% of the RCA's total portfolio.

**RCA Maximum:** 40%

**Statutory Basis:** Gov't Code § 53601(g).

8. Banker's Acceptances.

Bankers' Acceptances are a suitable short-term investment because they provide an attractive yield, and they are considered a relatively safe and liquid investment.

The Bankers' Acceptance is a time draft drawn on and accepted by a bank for payment, of the shipment or storage, of merchandise. The initial obligation of payment rests with the drawer, but the bank substitutes its credit standing for that of the borrower and assumes the obligation to pay face value at maturity.

RCA investments in bankers acceptances may not exceed 180 days' maturity OR 40 percent of its money that may be invested under Gov't Code section 53601(f). No more than 30% of RCA's money may be invested in the bankers acceptances of any one commercial bank.

**RCA Maximum:** 30%

**Statutory Basis:** Gov't Code § 53601(f).

9. Medium Term Notes.

Any Medium Term Notes investments shall be issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States, with a final maturity not exceeding five (5) years from the date of purchase, and rated at least "A" or better by a nationally recognized rating service. Purchases of medium-term notes shall not include other instruments authorized by Gov't Code section 53601(j) and may not exceed 30% of RCA's money.

**RCA Maximum:** 20%

**Statutory Basis:** Gov't Code § 53601(j).

10. Time Certificates of Deposit.

A Time Certificate of Deposit is a non-negotiable instrument evidencing a deposit with a financial institution for a fixed period of time and normally for a fixed rate of interest.

RCA may invest in any notes, bonds, or other obligations that are at all times secured by a valid first priority security interest in securities of the types listed within Government Code Section 53651 as eligible securities for the purpose of securing local agency deposits having a market value at least equal to that required by Government Code Section 53652 for the purpose of securing local agency deposits. The securities serving as collateral shall be placed by delivery or book entry into the custody of a trust company or the trust department of a bank that is not affiliated with the issuer of the secured obligation, and the security interest shall be perfected in accordance with the requirements of the Uniform Commercial Code or federal regulations applicable to the types of securities in which the security interest is granted.

**RCA Maximum:** 2%

**Statutory Basis:** Gov't Code §§ 53601(m), 53651 and 53652.

11. Negotiable Certificates of Deposit.

A Negotiable Certificate of Deposit (CD) is a negotiable instrument evidencing a time deposit with a bank at a fixed rate of interest for a fixed period of time. Negotiable Certificates of Deposit are not collateralized, and should be considered an unsecured deposit.

RCA may invest in negotiable certificates of deposit issued by a nationally or state-chartered bank, a savings association or a federal association (as defined by Section 5102 of the Financial Code), a state or federal credit union, or by a state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit may not exceed 30 percent of the Agency's money which may be invested pursuant to this section. For purposes of this section, negotiable certificates of deposit do not come within Article 2 of the Government Code (commencing with Section 53630), except that the amount so invested shall be subject to the limitations of Section 53638. The governing board of RCA and its treasurer (or other official of the local agency having legal custody of the money) are prohibited from investing local agency funds, or funds in the custody of the local agency, in negotiable certificates of deposit issued by a state or federal credit union if a member of the governing board, or any person with investment decision making authority in the administrative office manager's office, budget office, auditor-controller's office, or treasurer's office of RCA also serves on the board of directors, or any

committee appointed by the board of directors, or the credit committee or the supervisory committee of the state or federal credit union issuing the negotiable certificates of deposit.

**RCA Maximum:** 25%

**Statutory Basis:** Gov't Code § 53601(h).

12. Local Agency Investment Fund.

The Local Agency Investment Fund (LAIF) allows local government agencies to obtain higher yields through pooling surplus cash with the State's surplus cash thereby creating a multi-billion dollar money pool and enabling investment in diversified instruments.

The LAIF fund is a special fund within the State of California's Treasury, created by law. The law permits local government agencies to pool surplus monies in this fund and utilize the trained personnel in the State Treasurer's Office for its investments.

LAIF investments are allowed and must follow the parameters set forth in California Government Code Section 16429.1.

**Statutory Basis:** Gov't Code § 16429.1.

13. Money Market Mutual Funds.

Investment in money market mutual funds is permitted providing such funds are registered under the Investment Company Act of 1940 which (1) are "no-load" (meaning no commission or fee shall be charged on purchases or sales of shares); (2) have a constant daily net asset value per share of \$1.00; (3) invest only in the securities and obligations authorized in this policy and (4) have attained the highest ranking or the highest letter and numerical rating provided by not less than two nationally recognized statistical rating organizations OR retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience managing money market mutual funds with assets under management in excess of five hundred million dollars (\$ 500,000,000).

No more than 10% of the RCA's total portfolio may be invested in any one issuer, and the aggregate investment shall not exceed 20% of the RCA's total portfolio.

**RCA Maximum:** 20%

**Statutory Basis:** Gov't Code § 53601(k).

14. Investment Joint Powers Authorities.

The RCA may invest in an investment joint powers authorities provided that: (1) the RCA is a member; (2) the pool must provide comprehensive, timely, monthly reports which include transaction listings, reports gains and losses, provides market values for securities; (3) the pool also provides a quality rating for investment securities; (4) takes delivery of securities prior to payment; (5) the pool arranges third-party safekeeping of all investments; (6) an audit is conducted annually by an independent authority other than the local agency's internal auditors; (7) the weighted average maturity of not greater than two years; and (8) leveraging cannot exceed more than ten percent (10%) of RCA's portfolio.

The joint powers authority issuing the shares of beneficial interest shall have retained an investment adviser that meets all of the following criteria:

(1) The adviser is registered or exempt from registration with the Securities and Exchange Commission.

(2) The adviser has not less than five years of experience investing in the securities and obligations authorized in subdivisions (a) to (n), inclusive, of Section 53601.

(3) The adviser has assets under management in excess of five hundred million dollars (\$ 500,000,000).

**RCA Maximum:** 10%

**Statutory Basis:** Gov't Code §§ 6509.5, 6509.7 and 53601(o).

15. Prohibited Investments.

State law notwithstanding, any investments not specifically described herein including, but not limited to, zero coupon bonds, first mortgages or trust deeds, inverse floaters, common stock, range notes, collateralized mortgage obligations, interest-only strips, mutual funds with weighted average maturities greater than two years, reverse repurchase agreements, unregulated and/or uninsured investment pools or trusts except as specified above, futures and options, derivative securities and securities with high price volatility, limited marketability, where the interest accrual could be zero if held to maturity, are prohibited. Any investment transaction which might impair public confidence in the RCA should be avoided.

16. Interpretation.

It is the intent of the RCA that the foregoing list of authorized securities shall be strictly interpreted. Any deviation from this list must be pre-approved by the Treasurer in writing.

**STAFF AUTHORIZED TO MAKE INVESTMENTS AND WIRE TRANSFERS**

Only the Treasurer, Paul McDonnell, Don Kent, Jon Christensen and Giovane Pizano are authorized to make investments (except in the case of an emergency) and to order the receipt and delivery of investment securities among custodial security clearance accounts. All of these named individuals are authorized to make wire or electronic fund transfers (EFTs) and release wires and/or EFTs.

**DAILY ACCOUNTABILITY AND CONTROL**

As a general rule, all investment transactions shall be conducted at the Treasurer's office; further, all transactions must be documented and reviewed by the Treasurer. An exception will apply to this general rule for emergencies or transactions which are previously approved by the Treasurer. All investment transactions must be entered daily into the Treasurer's internal financial accounting system with copies to be filed on a timely basis. Portfolio income shall be reconciled daily against cash receipts and quarterly, prior to the distribution of earnings among those entities sharing in pooled fund investment income.

**PORTFOLIO MATURITIES AND LIQUIDITY**

To the extent possible, investments shall be matched with anticipated cash flow requirements and known future liabilities. The RCA will not invest in securities maturing more than five years from the date of purchase, unless the Board has granted authority to make such an investment at least three months prior to the date of investment. The weighted average final maturity of the RCA's portfolio shall at no time exceed 3 years.

**SELECTION OF BROKER/DEALERS AND BANKING FIRMS**

The Treasurer is authorized to conduct investment security transactions with broker/dealers who are designated by the Federal Reserve Bank as primary government dealers. Security transactions with banking firms, other than those appearing on the following list, are prohibited:

1. Authorized Banking Firms:
  - a. Cantor Fitzgerald Securities Corp.

- b. A.G. Edwards and Sons, Inc.
  - c. Union Bank of California
  - d. The Bank of New York
  - e. Wells Fargo Bank
  - f. U.S. Bank
2. Direct purchases from major commercial paper issuers, money market mutual funds, banker's acceptance issuers, negotiable CD issuers, or savings and loan are authorized.
  3. Incidental purchases of less than \$10 mm may be made with other banking firms if in the opinion of the Treasurer, such transactions are deemed advantageous.

To ensure compliance with this Policy, each newly authorized primary government dealer and other authorized banking firms (listed above) will be supplied a complete copy of this Policy.

All financial institutions must confirm that they are a member of the National Association of Security Dealers (NASD), registered with the Securities & Exchange Commission (SEC), and possess all other required licenses. Neither the Treasurer nor any member of his staff, shall accept any gift, gratuity, or honoraria from financial advisors, brokers, dealers, bankers or other persons or firms conducting business with the Treasurer which exceeds the limits established by the Fair Political Practices Commission (FPPC) and relevant sections of California Government Code section 27133.

The RCA's intent is to enter into long-term relationships. Therefore, the integrity of the banking firm and personnel assigned to RCA's account is of primary importance. The banking firm must state in writing its willingness to be bound by these Policy Guidelines. The banking firm must also specify the types of securities it specializes in and will be made available for the RCA account. Additionally, the banking firm must maintain its own securities clearing operations to qualify doing business with the RCA.

It is important that the banking firm provide related services that will enhance the account relationship. Related services may include:

1. an active secondary market for its securities;
2. internal credit research analysis on commercial paper, banker's acceptances, and other securities it offers for sale;
3. willingness to trade securities for RCA's portfolio; and/or
4. capability to provide market analysis, economic projections, and newsletters;
5. market education on new investment products, security spread relationships, graphs, etc.

The banking firm must be willing to provide annual statements to RCA. The Treasurer is prohibited from establishing a broker/dealer account for the purpose of holding the RCA's securities. All securities must be subject to delivery at the Riverside County Treasurer's current

custodial bank. Without exception, all transactions are to be conducted on a delivery versus payment basis. Any broker/dealer must have been in operation for more than 5 years, and, if requested, the banking firm must be willing to provide a list of local government clients or other reference, particularly those client relationships established within the State of California.

### **COMPETITIVE TRANSACTIONS**

Each investment transaction shall be competitively transacted with broker/dealers who have been authorized by the RCA. Investment transactions are to be made at current market value and competitively priced whenever possible. Competitive pricing does not necessarily require submission of bids, but does require adequate comparative analysis. The current technology used by the Treasurer provides this type of analysis.

If the RCA is offered a security for which there is no other readily available competitive offering, then the Treasurer will document quotations for comparable or alternative securities.

When purchasing original issue instrumentality securities, no competitive offerings will be required as all dealers in the selling group offer those securities at the same original issue price.

### **SAFEKEEPING AND CUSTODY OF SECURITIES**

All securities except for money market funds registered in RCA's name and securities issued by the RCA or other local agencies shall be deposited for safekeeping with banks contracted to provide the Treasurer with custodial security clearance services. These third party trust department arrangements provide the RCA with a perfected interest in, and ownership and control over the securities held by the custodian on the RCA's behalf, and are intended to protect the RCA from the bank's own creditors in the event of a bank default and filing for bankruptcy. Securities are NOT to be held in investment firm/broker dealer accounts. All security transactions are to be conducted on a "delivery versus payment basis." Confirmation receipts on all investments are to be reviewed immediately for conformity with RCA transaction documentation. Securities issued by local agencies purchased directly shall be held in the Treasurer's vault. The security holding shall be reconciled monthly and audited quarterly by the Treasurer's Internal Audits staff.

### **LIQUIDITY**

RCA's portfolio shall maintain a weighted average days to maturity ("WAM") of less than 541 days or 1.5 years. To provide sufficient liquidity to meet daily expenditure requirements, the portfolio shall maintain at least 40% of its total value in securities having maturities of 1 year or less.

## **PORTFOLIO PERFORMANCE**

Portfolio performance is monitored daily and evaluated monthly in comparison to the movement of the IBC All Taxable Average index, or other suitable index. Over time, the portfolio rate of return should perform in relationship to such index. Regular meetings should be convened so the investment staff may review the portfolio's performance. This review should keep the tenants of this Investment Policy in mind, as well as consider current market conditions.

## **MITIGATING MARKET AND CREDIT RISKS**

The primary objective of this Policy is preservation of capital and protection of investment principal. Each investment transaction shall seek to minimize the RCA's exposure to market and credit risks by giving careful and ongoing attention to the following:

1. credit quality standards issued by the nationally recognized rating agencies on the credit worthiness of each issuer of the security;
2. limiting the concentration of investment in any single firm to the dollar limits authorized;
3. by limiting the duration of investment to the time frames provided on Appendix A; and
4. maintaining the diversification and liquidity standards expressed within this Policy.

## **TRADING AND EARLY SALE OF SECURITIES**

All securities should be purchased within the intent of holding them until maturity. However, in an effort to minimize market and credit risks, securities may be sold prior to maturity either at a profit or loss, when economic circumstances, a trend in short-term interest rates, or deterioration in credit-worthiness of the issuer warrants a sale of the securities to either enhance overall portfolio yield or to minimize further erosion and loss of investment principal. Such sales should take into account the short and long term impacts on the portfolio. However, the sale of a security at a loss can only be made after first securing the approval of the Treasurer.

## **REPORTING**

On a monthly basis, the Treasurer shall submit to the Board a report of the investment earnings and performance results of the RCA's investment portfolio. The report shall include the following information:

1. Investment type, issuer, date of maturity, par value and dollar amount invested in all securities, and investments and monies held by the RCA;

2. A description of the funds, investments and programs (including lending programs) managed by contracted parties;
3. A market value as of the date of the report and the source of the valuation;
4. A statement of compliance with the investment policy or an explanation for non-compliance; and
5. A statement of the ability or inability to meet expenditure requirements for six months, as well as an explanation of why money will not be available if that is the case.

At least annually, the Treasurer shall present to the Board a review of the investment portfolio's adherence to appropriate risk levels and a comparison between the total portfolio return and the established investment goals, objectives and benchmarks.

### **POLICY REVISIONS**

This Investment Policy shall be presented annually by the Treasurer to the Board for review pursuant to Section 53646(a)(2) of the Government Code. This Policy may be amended by the Board as conditions warrant.

## APPENDIX A

### ILLUSTRATION OF RCA'S DIVERSIFICATION GUIDELINES AND RELEVANT GOVERNMENT CODE PROVISIONS

<u>Investment Type</u>	<u>Government Code</u>	<u>RCA Policy</u>		
		<u>% Limit of RCA's Total Portfolio*</u>	<u>RCA Max. Term Limit per transaction**</u>	<u>Issuer Limit or Restrictions</u>
U.S. Treasury Bills, Notes, Bonds	§53601(b); No limit	100%%	5 years	n/a
Obligations of Federal Agencies	§53601(e); No limit	100%	5 years	n/a
Federal Instruments	§53601(e); No limit	100%	5 years	n/a
Obligations of the State of CA (Warrants, Notes, Bonds)	§53601(c); No limit	15%	3 years	n/a
Other Local Agencies (within CA)	§53601(d); No limit	15%	3 years	n/a
RCA's own bonds	§53601(a); No limit	15%	3 years	n/a
Repurchase Agreements	§53601(i); 1 year	40% Max, 25% in term repo over 7 days; no more than 20% to one dealer in term repo	45 days	Repurchase Agreements to be on file
Commercial Paper <sup>1</sup>	§53601(g); 25% Max (10% on single issuer); 270 days	40%	270 days	See Appendix B
Banker's Acceptances	§53601(f); 40% Max.; 180 days	30%	180 days	
Medium Term Notes	§53601(j); 30% Max.; 5 years; A rate	20%	2 years	
Time Certificate of Deposit <sup>2</sup> (Non-negotiable)	§53601(m); No limit	2%	1 year	See Appendix C

<sup>1</sup> See Appendix B for further Policy guidelines.

CDs)				
Negotiable CDs	§53601(h); 30% Max.	25%	1 year	
LAIF	§16429.1			
Money Market Mutual Funds <sup>3</sup>	§53601(k); 20% Max. (10% on single issuer)	20%	Daily liquidity	Registered with SEC; No NAV adjustments; No front end loads; See Appendix D
Investment Joint Powers Authorities	§§6509.5, 6509.7 and 53601(o)	10%		

\* For conformance with this policy, all percentage limitations are measured at the time of purchase.

\*\* Pursuant to Code Section 53601 there is a general 5-year limit on investments absent specific statutory limits unless the Board grants specific authority for such an investment. If the Board desires to permit investments for terms greater than the general 5-year limit, it must expressly authorize such a specific investment, or include the investment in an investment program adopted and approved by the Board. Such express authorization or adopted investment program must be approved by the Board no less than three months prior to the investment.

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<sup>2</sup> See Appendix C for further Policy guidelines.

<sup>3</sup> See Appendix D for further Policy guidelines.

**APPENDIX B**

**POLICY FOR PURCHASES OF COMMERCIAL PAPER**

	<b><u>Short-Term Ratings</u></b>	<b><u>Long-Term Ratings</u></b>
<b><u>Category 1</u></b>	A-1+/P-1/F-1+	AAA/Aaa/AAA, AA/Aa2/AA, A+/A1/A+ or better, or NR for Asset Backed programs only.
<b><u>Category 2</u></b>	A-1/P-1/F-1	A/A2/A or better.

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**Restrictions**

<b><u>Category 1</u></b>	No short-term credit watch by any agency if long-term rating is AA/Aa3/AA- or less. No short-term credit watch by S&P, Moody's or Fitch if NR for the long-term ratings.
<b><u>Category 2</u></b>	No short-term credit watch by any agency. No long-term negative outlook by any agency. No Asset Backed programs. Maturity no greater than 45 days.

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**Rating Agency Comparison Table**

<b>Short-Term Scale</b>		<b>Long-Term Scale</b>	
S&P	A-1+,A-1	S&P	AAA, AA+, AA, AA-, A+, A
Moody's	P-1	Moody's	Aaa, Aa1, Aa2, Aa3, A1, A2
Fitch	F-1+, -1	Fitch	AAA, AA+, AA, AA-A+, A

## APPENDIX C

### POLICY CRITERIA FOR COLLATERALIZED TIME DEPOSITS

Before the Treasurer can place a time deposit with a local bank or savings and loan, the following criteria must be met:

1. The bank must provide us with an executed copy of the "Contract for Deposit of Moneys";
2. The interest rate on the Time Certificate of Deposit must be competitive with rates offered by other banks and savings and loans residing in Riverside County, and, must exceed the interest rate for treasury bills for a similar maturity period;
3. For investments less than \$100,000, FDIC insurance will be sufficient without requiring any collateral to be pledged with the Federal Reserve to secure the public fund deposit;
4. For investments exceeding \$100,000, there will be a waiver of collateral for the first \$100,000 deposited and protected by FDIC insurance. The remainder of the deposit shall be fully collateralized by U. S. Treasury and Federal Agency securities having maturities less than five years. The RCA must receive written confirmation that these securities have been pledged in repayment of the time deposit. The securities pledged as collateral must have a current market value greater than the dollar amount of the deposit in keeping with the ratio requirements specified in Section 53652 of the Government Code. Additionally, a statement of the collateral shall be provided on a monthly basis.
5. The RCA must be given a current audited financial statement for the financial year just ended as well as the most recent quarterly statement of financial condition. The financial reports must both include a statement of financial condition as well as an income statement depicting current and prior year operations.
6. The RCA will not place a public fund deposit for more than 10% of the present paid-up capital and surplus of the bank.
7. The RCA must receive a certificate of deposit which specifically expresses the terms governing the transaction, deposit amount, issue date, maturity date, name of depositor, interest rate, interest payment terms (monthly, quarterly, etc).
8. All time certificates must have a maturity date not exceeding one year from the date of the deposit, with interest payments based upon the stated interest rate.
9. The RCA must receive a letter from the comptroller and/or treasurer of the bank at the time the initial deposit is made, that there is no known pending financial

disclosure or public announcement of an adverse financial event involving the bank or savings and loan, nor is there any knowledge that a conflict of interest situation exists between any RCA official and an officer or employee of the bank.

10. Time deposits will only be made with banks and savings and loans having branch office locations within Riverside County.

## **APPENDIX D**

### **POLICY CRITERIA FOR ENTERING INTO A MONEY MARKET FUND**

1. The firm must provide in writing a statement on the fund's letterhead that the fund meets the statutory requirements of California law (i.e., Sections 53601 and 53635 of the California Government Code).
2. The fund must provide evidence that it has been registered with SEC and has "AAA" ratings from two of the nationally recognized rating agencies: Moody's, Fitch, Standard & Poor's.
3. The fund must provide us copies of their portfolio reports and shall provide at least at month-end, a complete listing of securities within the fund's portfolio.
4. The fund shall provide us a current prospectus before our participation in the fund.
5. The fund's prospectus cannot allow hedging strategies, options, futures, or security lending transactions.
6. The fund must maintain daily, a principal per share value of \$1.00 per share.
7. The fund shall provide information as to who serves as their custodial bank.
8. The fund shall provide at least annually financial statements on the fund's financial condition and investment performance.
9. The fund shall provide us wire instructions for the purchase and redemption of shares, and must be able to distribute interest earnings to the RCA Treasurer on a monthly basis.
10. Unless the fund is more than five years old, the RCA Treasurer is to be given its performance history since the inception of the fund.
11. The RCA Treasurer is also to be given the date the fund was established, the total assets currently under management, the recent 12 months history as to either the growth or decline in assets under management, and whether or not the fund is assessing 12B-1 management fees.

*Regional Conservation Authority*

**Monthly Financial Report**

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**Staff Contact:**

**Ron Rempel, RCA General Manager  
(951) 955-2852**

**Background:**

See attached monthly financial reports.

**Staff Recommendation:**

Receive and file

**Attachments:**

1. Expense and Revenue Report
2. RCA Net MSHCP Mitigation Fee Collections by Member Agency

**REGIONAL CONSERVATION AUTHORITY  
DETAILED STATEMENT OF REVENUES AND EXPENSES  
MONTH OF JANUARY 2005**

	EXPENSES	REVENUES	CUMULATIVE BALANCE
<b>OPENING BALANCE - Operations</b>			<b>844,826.64</b>
1/25/2005 GM business Interiors	2,830.39		\$841,996.25
1/25/2005 GM business Interiors	197.25		\$841,799.00
1/1/2005 PIP Printing	1,911.72		\$839,887.28
1/1/2005 PIP Printing	677.52		\$839,209.76
1/6/2005 Print services	39.00		\$839,170.76
1/27/2005 Purchasing	526.84		\$838,643.92
1/21/2005 Marion Ashley	100.00		\$838,543.92
1/21/2005 Bob Buster	100.00		\$838,443.92
1/21/2005 Frank Hall	100.00		\$838,343.92
1/21/2005 Frank Hall	15.39		\$838,328.53
1/21/2005 Barbara Hanna	100.00		\$838,228.53
1/21/2005 Barbara Hanna	24.30		\$838,204.23
1/21/2005 Charlotte Lowe	100.00		\$838,104.23
1/21/2005 Charlotte Lowe	100.00		\$838,004.23
1/21/2005 Charlotte Lowe	29.16		\$837,975.07
1/21/2005 Eugene Montanez	100.00		\$837,875.07
1/21/2005 Eugene Montanez	12.15		\$837,862.92
1/21/2005 Shenna Moqeeet	100.00		\$837,762.92
1/21/2005 Shenna Moqeeet	17.28		\$837,745.64
1/21/2005 Kelly Seyarto	100.00		\$837,645.64
1/21/2005 Kelly Seyarto	32.40		\$837,613.24
1/21/2005 John Tavaglione	100.00		\$837,513.24
1/21/2005 Ron Remple	529.39		\$836,983.85
1/21/2005 Ron Remple	43.75		\$836,940.10
1/21/2005 Ron Remple	45.00		\$836,895.10
1/19/2005 Labor PP 25 - 26	32,442.10		\$804,453.00
1/19/2005 Labor PP 25 - 26	18,428.42		\$786,024.58
1/19/2005 Labor PP 25 - 26	373.13		\$785,651.45
1/13/2005 Patricia Lock-Dawson	6,110.00		\$779,541.45
1/13/2005 RCRDC	3,500.00		\$776,041.45
1/13/2005 RCRDC	3,500.00		\$772,541.45
1/3/2005 Office Max - adjustment	(387.10)		\$772,928.55
1/1/2005 FedEx	55.30		\$772,873.25
1/3/2005 Ellen Laney	1,265.00		\$771,608.25
1/5/2005 Ellen Laney	625.00		\$770,983.25
1/5/2005 Dale Stubblefield	100.00		\$770,883.25
1/5/2005 Dale Stubblefield	28.08		\$770,855.17
1/5/2005 Shenna Moqeeet	100.00		\$770,755.17
1/5/2005 Shenna Moqeeet	17.28		\$770,737.89
1/5/2005 Robert Schiffner	25.20		\$770,712.69
1/5/2005 Robert Schiffner	100.00		\$770,612.69
1/3/2005 Use Tax Adjustments	1.04		\$770,611.65
1/3/2005 Use Tax Adjustments	1.04		\$770,610.61
1/5/2005 Nextel Communications	37.30		\$770,573.31
1/6/2005 AT & T wireless Svc	156.06		\$770,417.25
1/13/2005 Smart & Final	3.22		\$770,414.03
1/13/2005 Smart & Final	13.29		\$770,400.74
1/3/2005 West Coast Lock & Supply	21.01		\$770,379.73
1/6/2005 Purchasing	397.10		\$769,982.63
1/13/2005 Transfer MSHCP funds LA		(714,556.00)	\$55,426.63
1/5/2005 City of Perris Fee Tsf		18,821.40	\$74,248.03
1/5/2005 City of Hemet Fee Tsf		2,724.15	\$76,972.18
1/14/2005 City of Corona Fee Tsf		51,298.80	\$128,270.98
1/25/2005 City of Perris Fee Tsf		12,630.15	\$140,901.13
1/25/2005 City of Temecula Fee Tsf		1,238.25	\$142,139.38
1/31/2005 County of Riverside Fee Tsf		1,100,460.00	\$1,242,599.38
1/10/2005 Q2 2005 interest		4,166.07	\$1,246,765.45
<b>OPENING BALANCE - Land Acquisitions</b>			<b>\$4,259,012.12</b>
1/14/2004 Chicago Title Co	500,000.00		\$3,759,012.12
1/5/2005 City of Hemet Fee Tsf		15,436.85	\$3,774,448.97
1/5/2005 City of Perris Fee Tsf		106,654.60	\$3,881,103.57
1/14/2005 City of Corona Fee Tsf		290,693.20	\$4,171,796.77
1/25/2005 City of Perris Fee Tsf		71,570.85	\$4,243,367.62
1/25/2005 City of Temecula Fee Tsf		7,016.75	\$4,250,384.37
1/13/2005 Tsf MSHCP fees from Op		714,556.00	\$4,964,940.37
<b>Fund balance as of 1/31/05</b>			<b>6,211,705.82</b>

**REGIONAL CONSERVATION AUTHORITY - Operations**

**Beginning Balance as of 7/1/04**

**(\$99,428.29)**

<b>Date</b>	<b>Description</b>	<b>Type</b>	<b>Expenses</b>	<b>Revenue</b>	<b>Cat</b>	<b>Subtotals</b>
11/4/2004	ASAP Software	Computer software	5,869.52		A	
11/4/2004	ASAP Software	Computer software	276.34		A	
11/4/2004	ASAP Software	Computer software	58.19		A	
9/15/2004	AT & T Wireless	Cell Phone	42.72		A	
11/4/2004	AT & T Wireless	Cell Phone	52.46		A	
11/4/2004	AT & T Wireless	Cell Phone	60.64		A	
10/1/2004	AT & T Wireless Services	Cell Phone	10.67		A	
10/1/2004	AT & T Wireless Services	Cell Phone	(120.52)		A	
10/1/2004	AT & T Wireless Services	Cell Phone	150.84		A	
1/6/2005	AT & T wireless Svc	Cell phone	156.06		A	
12/8/2004	AT&T Wireless	Cell Phone	160.83		A	
9/23/2004	Auto Cellular Service	Cell Phone	107.74		A	
8/19/2004	Barbara Hanna	Board Comm Exp	21.60		A	
8/19/2004	Barbara Hanna	Board Comm Exp	200.00		A	
8/19/2004	Barbara Hanna	Board Comm Exp	21.60		A	
8/19/2004	Barbara Hanna	Board Comm Exp	100.00		A	
9/22/2004	Barbara Hanna	Board Comm Exp	21.60		A	
9/22/2004	Barbara Hanna	Board Comm Exp	200.00		A	
10/19/2004	Barbara Hanna	Board Comm Exp	100.00		A	
10/19/2004	Barbara Hanna	Board Comm Exp	21.60		A	
10/19/2004	Barbara Hanna	Board Comm Exp	100.00		A	
10/19/2004	Barbara Hanna	Board Comm Exp	21.60		A	
10/19/2004	Barbara Hanna	Board Comm Exp	100.00		A	
11/19/2004	Barbara Hanna	Board Comm exp	200.00		A	
11/19/2004	Barbara Hanna	Board Comm exp	21.60		A	
12/21/2004	Barbara Hanna	Board Comm exp	100.00		A	
12/21/2004	Barbara Hanna	Board Comm exp	100.00		A	
12/21/2004	Barbara Hanna	Board Comm exp	21.60		A	
1/21/2005	Barbara Hanna	Board Comm Exp	100.00		A	
1/21/2005	Barbara Hanna	Board Comm Exp	24.30		A	
8/19/2004	Bob Buster	Board Comm Exp	200.00		A	
9/22/2004	Bob Buster	Board Comm Exp	200.00		A	
10/19/2004	Bob Buster	Board Comm Exp	100.00		A	
10/19/2004	Bob Buster	Board Comm Exp	100.00		A	
10/19/2004	Bob Buster	Board Comm Exp	100.00		A	
11/19/2004	Bob Buster	Board Comm exp	100.00		A	
1/21/2005	Bob Buster	Board Comm Exp	100.00		A	
9/1/2004	Boise Cascade /Office Max	Furniture	869.50		A	
8/19/2004	Charlotte Lowe	Board Comm Exp	25.92		A	
8/19/2004	Charlotte Lowe	Board Comm Exp	200.00		A	
8/19/2004	Charlotte Lowe	Board Comm Exp	100.00		A	
8/19/2004	Charlotte Lowe	Board Comm Exp	25.92		A	
9/22/2004	Charlotte Lowe	Board Comm Exp	200.00		A	
9/22/2004	Charlotte Lowe	Board Comm Exp	25.92		A	
10/19/2004	Charlotte Lowe	Board Comm Exp	100.00		A	
10/19/2004	Charlotte Lowe	Board Comm Exp	25.92		A	
10/21/2004	Charlotte Lowe	Board Comm Exp	100.00		A	
10/21/2004	Charlotte Lowe	Board Comm Exp	25.92		A	
10/21/2004	Charlotte Lowe	Board Comm Exp	100.00		A	
11/19/2004	Charlotte Lowe	Board Comm exp	200.00		A	
11/19/2004	Charlotte Lowe	Board Comm exp	25.92		A	
1/21/2005	Charlotte Lowe	Board Comm Exp	100.00		A	
1/21/2005	Charlotte Lowe	Board Comm Exp	100.00		A	
1/21/2005	Charlotte Lowe	Board Comm Exp	29.16		A	
10/20/2004	Chuck Washington	Board Comm Exp	100.00		A	
10/20/2004	Chuck Washington	Board Comm Exp	30.96		A	
10/20/2004	Chuck Washington	Board Comm Exp	100.00		A	
10/20/2004	Chuck Washington	Board Comm Exp	30.96		A	
10/20/2004	Chuck Washington	Board Comm Exp	100.00		A	
10/20/2004	Chuck Washington	Board Comm Exp	30.96		A	
12/21/2004	Chuck Washington	Board Comm exp	100.00		A	
12/21/2004	Chuck Washington	Board Comm exp	100.00		A	

12/21/2004	Chuck Washington	Board Comm exp	30.96	A
10/20/2004	Dale Stubblefield	Board Comm Exp	100.00	A
10/20/2004	Dale Stubblefield	Board Comm Exp	28.08	A
11/19/2004	Dale Stubblefield	Board Comm exp	100.00	A
11/19/2004	Dale Stubblefield	Board Comm exp	28.08	A
1/5/2005	Dale Stubblefield	Board Comm Exp	100.00	A
1/5/2005	Dale Stubblefield	Board Comm Exp	28.08	A
8/19/2004	Dennis Kelley	Board Comm Exp	100.00	A
8/19/2004	Dennis Kelley	Board Comm Exp	28.80	A
9/23/2004	Dennis Kelly Seyarto	Board Comm Exp	28.80	A
9/23/2004	Dennis Kelly Seyarto	Board Comm Exp	100.00	A
10/20/2004	Dennis Kelly Seyarto	Board Comm Exp	100.00	A
10/20/2004	Dennis Kelly Seyarto	Board Comm Exp	28.80	A
10/21/2004	Dennis Kelly Seyarto	Board Comm Exp	100.00	A
10/21/2004	Dennis Kelly Seyarto	Board Comm Exp	100.00	A
10/21/2004	Dennis Kelly Seyarto	Board Comm Exp	28.80	A
10/19/2004	Dom Betro	Board Comm Exp	100.00	A
11/19/2004	Dom Betro	Board Comm exp	100.00	A
12/21/2004	Dom Betro	Board Comm exp	100.00	A
8/19/2004	Dominic Betro	Board Comm Exp	100.00	A
9/22/2004	Dominic Betro	Board Comm Exp	100.00	A
8/19/2004	Eugene Montanez	Board Comm Exp	10.80	A
8/19/2004	Eugene Montanez	Board Comm Exp	200.00	A
8/19/2004	Eugene Montanez	Board Comm Exp	100.00	A
8/19/2004	Eugene Montanez	Board Comm Exp	10.80	A
9/22/2004	Eugene Montanez	Board Comm Exp	10.80	A
9/22/2004	Eugene Montanez	Board Comm Exp	200.00	A
10/20/2004	Eugene Montanez	Board Comm Exp	100.00	A
10/20/2004	Eugene Montanez	Board Comm Exp	10.80	A
10/21/2004	Eugene Montanez	Board Comm Exp	100.00	A
10/21/2004	Eugene Montanez	Board Comm Exp	10.80	A
10/21/2004	Eugene Montanez	Board Comm Exp	100.00	A
11/19/2004	Eugene Montanez	Board Comm exp	200.00	A
11/19/2004	Eugene Montanez	Board Comm exp	10.80	A
12/21/2004	Eugene Montanez	Board Comm exp	100.00	A
12/21/2004	Eugene Montanez	Board Comm exp	100.00	A
12/21/2004	Eugene Montanez	Board Comm exp	10.80	A
1/21/2005	Eugene Montanez	Board Comm Exp	100.00	A
1/21/2005	Eugene Montanez	Board Comm Exp	12.15	A
12/16/2004	Fed Ex	Postage	319.15	A
8/4/2004	FedEx	Postage	203.70	A
10/1/2004	FedEX	Postage	107.73	A
10/7/2004	FedEX	Postage	386.49	A
10/15/2004	FedEX	Postage	425.08	A
10/19/2004	FedEX	Postage	235.21	A
10/25/2004	FedEX	Postage	14.73	A
1/1/2005	FedEX	Postage	55.30	A
8/19/2004	Frank Hall	Board Comm Exp	100.00	A
8/19/2004	Frank Hall	Board Comm Exp	13.68	A
8/19/2004	Frank Hall	Board Comm Exp	13.68	A
8/19/2004	Frank Hall	Board Comm Exp	200.00	A
9/22/2004	Frank Hall	Board Comm Exp	13.68	A
9/22/2004	Frank Hall	Board Comm Exp	200.00	A
10/19/2004	Frank Hall	Board Comm Exp	100.00	A
10/19/2004	Frank Hall	Board Comm Exp	13.68	A
10/19/2004	Frank Hall	Board Comm Exp	100.00	A
10/19/2004	Frank Hall	Board Comm Exp	100.00	A
10/19/2004	Frank Hall	Board Comm Exp	13.68	A
11/19/2004	Frank Hall	Board Comm exp	100.00	A
11/19/2004	Frank Hall	Board Comm exp	13.68	A
1/21/2005	Frank Hall	Board Comm Exp	100.00	A
1/21/2005	Frank Hall	Board Comm Exp	15.39	A
1/25/2005	GM business Interiors	Furniture	2,830.39	A
1/25/2005	GM business Interiors	Furniture	197.25	A
9/1/2004	James Venable	Board Comm Exp	100.00	A
9/22/2004	James Venable	Board Comm Exp	100.00	A
10/20/2004	James Veneble	Board Comm Exp	100.00	A
10/20/2004	James Veneble	Board Comm Exp	100.00	A

11/19/2004	Jim Venable	Board Comm exp	100.00	A
12/21/2004	Jim Venable	Board Comm exp	100.00	A
9/1/2004	John Tavaglione	Board Comm Exp	200.00	A
9/22/2004	John Tavaglione	Board Comm Exp	200.00	A
10/20/2004	John Tavaglione	Board Comm Exp	100.00	A
1/21/2005	John Tavaglione	Board Comm Exp	100.00	A
11/19/2004	Kelley Seyarto	Board Comm exp	200.00	A
11/19/2004	Kelley Seyarto	Board Comm exp	28.80	A
12/21/2004	Kelley Seyarto	Board Comm exp	100.00	A
12/21/2004	Kelley Seyarto	Board Comm exp	100.00	A
12/21/2004	Kelley Seyarto	Board Comm exp	28.80	A
1/21/2005	Kelley Seyarto	Board Comm Exp	100.00	A
1/21/2005	Kelley Seyarto	Board Comm Exp	32.40	A
8/19/2004	Larry Dressel	Board Comm Exp	19.44	A
8/19/2004	Larry Dressel	Board Comm Exp	100.00	A
9/22/2004	Larry Dressel	Board Comm Exp	100.00	A
9/22/2004	Larry Dressel	Board Comm Exp	19.44	A
10/19/2004	Larry Dressel	Board Comm Exp	100.00	A
10/19/2004	Larry Dressel	Board Comm Exp	19.44	A
11/19/2004	Larry Dressel	Board Comm exp	100.00	A
11/19/2004	Larry Dressel	Board Comm exp	19.44	A
12/21/2004	Larry Dressel	Board Comm exp	100.00	A
12/21/2004	Larry Dressel	Board Comm exp	19.44	A
9/1/2004	Marion Ashley	Board Comm Exp	200.00	A
9/1/2004	Marion Ashley	Board Comm Exp	100.00	A
9/22/2004	Marion Ashley	Board Comm Exp	200.00	A
10/19/2004	Marion Ashley	Board Comm Exp	100.00	A
11/19/2004	Marion Ashley	Board Comm exp	200.00	A
12/21/2004	Marion Ashley	Board Comm exp	100.00	A
12/21/2004	Marion Ashley	Board Comm exp	100.00	A
1/21/2005	Marion Ashley	Board Comm Exp	100.00	A
8/19/2004	Martin Gibson	Board Comm Exp	100.00	A
8/19/2004	Martin Gibson	Board Comm Exp	23.76	A
10/19/2004	Martin Gibson	Board Comm Exp	100.00	A
10/19/2004	Martin Gibson	Board Comm Exp	23.76	A
10/19/2004	Martin Gibson	Board Comm Exp	100.00	A
10/19/2004	Martin Gibson	Board Comm Exp	23.76	A
11/19/2004	Martin Gibson	Board Comm exp	100.00	A
11/19/2004	Martin Gibson	Board Comm exp	23.76	A
10/1/2004	Mitchell Glass	Office Supplies	421.00	A
12/9/2004	Mitchell Glass Co	Office supplies	521.50	A
1/5/2005	Nextel Communications	Cell phone	37.30	A
11/3/2004	Office Max	Office supplies	23.52	A
12/1/2004	Office Max	Office supplies	196.52	A
12/1/2004	Office Max	Office supplies	565.05	A
12/1/2004	Office Max	Office supplies	165.01	A
12/1/2004	Office Max	Office supplies	16.18	A
12/2/2004	Office Max	Office supplies	1.11	A
12/2/2004	Office Max	Office supplies	5.66	A
12/2/2004	Office Max	Office supplies	2.07	A
12/8/2004	Office Max	Office supplies	237.71	A
12/8/2004	Office Max	Office supplies	473.36	A
12/21/2004	Office Max	Office supplies	169.02	A
1/3/2005	Office Max - adjustment	Office Supplies	(387.10)	A
1/1/2005	PIP Printing	Printing	1,911.72	A
1/1/2005	PIP Printing	Printing	677.52	A
1/6/2005	Print services	Printing	39.00	A
1/27/2005	Purchasing	Supplies	526.84	A
10/20/2004	Raul Mark Yarbrough	Board Comm Exp	100.00	A
10/20/2004	Raul Mark Yarbrough	Board Comm Exp	14.40	A
10/20/2004	Raul Mark Yarbrough	Board Comm Exp	100.00	A
10/20/2004	Raul Mark Yarbrough	Board Comm Exp	14.40	A
12/21/2004	Raul Mark Yarbrough	Board Comm exp	100.00	A
12/21/2004	Raul Mark Yarbrough	Board Comm exp	14.40	A
11/17/2004	RCRDC	Rental	7,000.00	A
12/9/2004	RCRDC	Rental	7,000.00	A
1/13/2005	RCRDC	Rental	3,500.00	A
1/13/2005	RCRDC	Rental	3,500.00	A

11/4/2004	Riverside Rubber Stamp	Office supplies	42.51	A	
11/8/2004	Riverside Rubber Stamp	Office supplies	7.00	A	
8/19/2004	Robert Schiffner	Board Comm Exp	100.00	A	
8/19/2004	Robert Schiffner	Board Comm Exp	25.20	A	
9/22/2004	Robert Schiffner	Board Comm Exp	100.00	A	
9/22/2004	Robert Schiffner	Board Comm Exp	25.20	A	
10/20/2004	Robert Schiffner	Board Comm Exp	100.00	A	
10/20/2004	Robert Schiffner	Board Comm Exp	25.20	A	
10/20/2004	Robert Schiffner	Board Comm Exp	100.00	A	
10/20/2004	Robert Schiffner	Board Comm Exp	25.20	A	
11/19/2004	Robert Schiffner	Board Comm exp	100.00	A	
11/19/2004	Robert Schiffner	Board Comm exp	25.20	A	
1/5/2005	Robert Schiffner	Board Comm Exp	25.20	A	
1/5/2005	Robert Schiffner	Board Comm Exp	100.00	A	
11/19/2004	Roy Wilson	Board Comm exp	100.00	A	
10/20/2004	Shenna Mogeet	Board Comm Exp	100.00	A	
10/20/2004	Shenna Mogeet	Board Comm Exp	17.28	A	
1/5/2005	Shenna Moqheet	Board Comm Exp	100.00	A	
1/5/2005	Shenna Moqheet	Board Comm Exp	17.28	A	
1/21/2005	Shenna Moqheet	Board Comm Exp	100.00	A	
1/21/2005	Shenna Moqheet	Board Comm Exp	17.28	A	
1/3/2005	Use Tax Adjustments	Communications	1.04	A	
1/3/2005	Use Tax Adjustments	Communications	1.04	A	
1/3/2005	West Coast Lock & Supply	Office Equip	21.01	A	
9/7/2004	West Coast Terminals	Fax machine	1,838.22	A	
8/19/2004	William Batey	Board Comm Exp	200.00	A	
8/19/2004	William Batey	Board Comm Exp	8.64	A	
8/19/2004	William Batey	Board Comm Exp	100.00	A	
8/19/2004	William Batey	Board Comm Exp	8.64	A	
12/21/2004	William Batey	Board Comm exp	100.00	A	
12/21/2004	William Batey	Board Comm exp	8.64	A	(55,306.91)
11/1/2004	Auto Cellular Service	Cell Phone	48.49	B	
10/20/2004	Dematteo's Pizza	Meals	136.68	B	
8/6/2004	Pacific Stix	Meals	144.39	B	
10/13/2004	Provider Food service	Meals	39.87	B	
10/22/2004	Provider Food service	Meals	23.60	B	
11/12/2004	Provider Food service	Meals	31.30	B	
12/1/2004	Provider Food Service	Meals	49.57	B	
1/21/2005	Ron Remple	Travel	529.39	B	
1/21/2005	Ron Remple	Meals	43.75	B	
1/21/2005	Ron Remple	Travel	45.00	B	
10/19/2004	Simple Simon	Meals	40.95	B	
11/15/2004	Simple Simon	Meals	115.08	B	
9/1/2004	Smart & Final	Meals	3.22	B	
9/1/2004	Smart & Final	Meals	34.04	B	
10/1/2004	Smart & Final	Meals	3.22	B	
10/5/2004	Smart & Final	Meals	3.22	B	
11/15/2004	Smart & Final	Meals	11.78	B	
11/15/2004	Smart & Final	Meals	3.22	B	
12/10/2004	Smart & Final	Meals	11.25	B	
1/13/2005	Smart & Final	Meals	3.22	B	
1/13/2005	Smart & Final	Meals	13.29	B	(1,334.53)
11/18/2004	Best Best & Kreiger	Legal	1,012.50	C	
11/18/2004	Best Best & Kreiger	Legal	19,040.85	C	
11/18/2004	Best Best & Kreiger	Legal	14,642.61	C	
11/18/2004	Best Best & Kreiger	Legal	8,234.40	C	
11/18/2004	Best Best & Kreiger	Legal	2,711.76	C	
11/18/2004	Best Best & Kreiger	Legal	6,539.90	C	
11/18/2004	Best Best & Kreiger	Legal	10,678.58	C	
11/18/2004	Best Best & Kreiger	Legal	10,222.38	C	
11/18/2004	Best Best & Kreiger	Legal	11,718.29	C	
11/18/2004	Best Best & Kreiger	Legal	17,718.76	C	
11/18/2004	Best Best & Kreiger	Legal	11,163.77	C	
11/17/2004	EDA Reimbursement	Contract	74,990.27	C	
10/13/2004	Hodge & Assoc	Contract	6,745.00	C	
10/13/2004	Hodge & Assoc	Contract	7,647.50	C	
11/10/2004	Hodge & Associates	Contract	6,555.00	C	
12/9/2004	Patricia Lock-Dawson	Contract	4,940.00	C	

12/9/2004	Patricia Lock-Dawson	Contract	7,475.00		C	
1/13/2005	Patricia Lock-Dawson	Contract	6,110.00		C	
10/5/2004	WRCOG	Contract	43,730.23		C	(271,876.80)
8/12/2004	Ellen Laney	Prof Svc Other	1,025.00		D	
9/13/2004	Ellen Laney	Prof Svc Other	1,450.00		D	
10/20/2004	Ellen Laney	Prof Svc Other	740.00		D	
11/15/2004	Ellen Laney	Prof Svc Other	1,000.00		D	
1/3/2005	Ellen Laney	Prof Svc Other	1,265.00		D	
1/5/2005	Ellen Laney	Prof Svc Other	625.00		D	(6,105.00)
10/22/2004	Exec Office reimb- 1st qtr	Labor	7,455.64		E	
9/17/2004	Labor PP 14 - 15	Labor	19,753.42		E	
11/1/2004	Labor PP 15 - 17	Labor	75,878.98		E	
11/1/2004	Labor PP 18 - 20	Labor	81,910.68		E	
12/9/2004	Labor PP 21 - 24	Labor	123,595.98		E	
1/19/2005	Labor PP 25 - 26	Labor	32,442.10		E	
1/19/2005	Labor PP 25 - 26	Labor	18,428.42		E	
1/19/2005	Labor PP 25 - 26	Labor	373.13		E	(359,838.35)
11/3/2004	County Counsel	Legal	2,597.40		F	
12/16/2004	County Counsel	Legal	3,607.50		F	
12/16/2004	County Counsel	Legal	55.50		F	(6,260.40)
11/4/2004	City of Banning Fee Tsf	Fee		13,208.00	I	
11/4/2004	City of Beaumont Fee Tsf	Fee		36,322.00	I	
11/17/2004	City of Corona Fee Tsf	Fee		129,020.99	I	
1/14/2005	City of Corona Fee Tsf	Fee		51,298.80	I	
10/13/2004	City of Hemet Fee Tsf	Fee		75,773.40	I	
1/5/2005	City of Hemet Fee Tsf	Fee		2,724.15	I	
11/24/2004	City of Moreno Valley Fee Tsf	Fee		983,996.00	I	
10/5/2004	City of Murietta Fee Tsf	Fee		230,850.00	I	
1/5/2005	City of Perris Fee Tsf	Fee		18,821.40	I	
1/25/2005	City of Perris Fee Tsf	Fee		12,630.15	I	
11/4/2004	City of San Jacinto Fee Tsf	Fee		196,667.60	I	
11/17/2004	City of Temecula Fee Tsf	Fee		17,177.00	I	
1/25/2005	City of Temecula Fee Tsf	Fee		1,238.25	I	
7/31/2004	County of Riverside Fee Tsf	Fee		437,619.00	I	
8/31/2004	County of Riverside Fee Tsf	Fee		320,725.00	I	
9/30/2004	County of Riverside Fee Tsf	Fee		477,917.00	I	
10/31/2004	County of Riverside Fee Tsf	Fee		492,295.00	I	
11/30/2004	County of Riverside Fee Tsf	Fee		484,058.00	I	
1/31/2005	County of Riverside Fee Tsf	Fee		1,100,460.00	I	
1/13/2005	Transfer MSHCP funds LA	Fee		(714,556.00)	I	
12/9/2004	City of Corona Fee Tsf	Fee		2,467.92	I	
12/1/2004	City of Hemet Fee Tsf	Fee		20,049.60	I	
12/9/2004	City of Hemet Fee Tsf	Fee		4,210.05	I	
12/1/2004	City of Perris Fee Tsf	Fee		224,536.00	I	
12/21/2004	City of Riverside Fee Tsf	Fee		72,073.39	I	
12/21/2004	City of San Jacinto Fee Tsf	Fee		84,754.65	I	
12/23/2004	City of Temecula Fee Tsf	Fee		742.95	I	
12/31/2004	County of Riverside Fee Tsf	Fee		596,069.00	I	
12/16/2004	Don Faia - mshcp refund	Fee		(1,651.00)	I	
12/16/2004	Faustino Delgado-mshcp ref	Fee		(1,651.00)	I	
12/9/2004	Transfer MSHCP funds LA	Fee		(3,328,268.00)	I	2,041,579.30
10/14/2004	Q1 2005 interest	Interest		422.13	III	
12/1/2004	Q1 2005 interest accr	interest		1,145.33	III	
1/10/2005	Q2 2005 interest	Interest		4,166.07	III	
9/30/2004	Q4 2004 Int Correction	Interest		(10.80)	III	
7/22/2004	Q4 2004 Int Reversal	Interest		10.80	III	5,733.53

\$700,721.99      \$2,047,312.83      \$1,247,162.55

A/C statements      \$701,119.09      \$2,047,312.83      1,246,765.45

Variance      (\$397.10)      \$0.00      \$397.10

1/6/2005 Purchasing

Should be RCHCA

397.10

397.10

\$0.00

\$0.00

(\$0.00)

**REGIONAL CONSERVATION AUTHORITY - Land Acquisition**

**Beginning Balance as of 7/1/04**

**\$0.00**

<b>Date</b>	<b>Description</b>	<b>Type</b>	<b>Expenses</b>	<b>Revenue</b>	<b>Cat</b>	<b>Subtotals</b>
12/9/2004	City of Corona Fee Tsf	Fee		13,984.88	I-LA	
1/14/2005	City of Corona Fee Tsf	Fee		290,693.20	I-LA	
12/9/2004	City of Hemet Fee Tsf	Fee		23,856.95	I-LA	
1/5/2005	City of Hemet Fee Tsf	Fee		15,436.85	I-LA	
1/5/2005	City of Perris Fee Tsf	Fee		106,654.60	I-LA	
1/25/2005	City of Perris Fee Tsf	Fee		71,570.85	I-LA	
12/21/2004	City of Riverside Fee Tsf	Fee		408,415.89	I-LA	
12/21/2004	City of San Jacinto Fee Tsf	Fee		480,276.35	I-LA	
12/23/2004	City of Temecula Fee Tsf	Fee		4,210.05	I-LA	
1/25/2005	City of Temecula Fee Tsf	Fee		7,016.75	I-LA	
12/9/2004	Tsf MSHCP fees from Op	Fee		3,328,268.00	I-LA	
1/13/2005	Tsf MSHCP fees from Op	Fee		714,556.00	I-LA	5,464,940.37
1/14/2004	Chicago Title Co	Escrow Dep	500,000.00		J	(500,000.00)
			500,000.00	5,464,940.37		4,964,940.37
	A/C statements		<u>\$500,000.00</u>	<u>\$5,464,940.37</u>		4,964,940.37
	Variance		\$0.00	\$0.00		\$0.00

**CATEGORY C EXPENDITURES**

Contracts	Funding	Budget	YTD Exp	Balance	% Spent
Monitoring - CDFG	HCF	800,000		800,000	0.00%
Litigation - BBK	DM	600,000		600,000	0.00%
General counsel - BBK	DM	132,000	113,684	18,316	86.12%
Managing new land - Parks	HCF	30,000		30,000	0.00%
Managing existing MSHCP land - Parks	HCF	150,000		150,000	0.00%
EDA Property Acquisition - Agents & Costs	DM	400,000	74,990	325,010	18.75%
WRCOG - Personnel Services	DM	300,000	64,678	235,322	21.56%
Dudek	DM	250,000		250,000	0.00%
Patricia Lock-Dawson	DM	75,000	18,525	56,475	24.70%
AG Commissioner	DM	200,000		200,000	0.00%
<b>Total contracts</b>		<b>2,937,000</b>	<b>271,877</b>	<b>2,665,123</b>	<b>9.26%</b>

**REGIONAL CONSERVATION AUTHORITY  
NET MITIGATION FEE COLLECTIONS  
AS OF JANUARY 31, 2005**

	<b>MITIGATION FEES</b>	<b>PERCENTAGE OF TOTAL</b>
<b>CITY OF BANNING</b>	<b>\$13,208.00</b>	<b>0.18%</b>
<b>CITY OF BEAUMONT</b>	<b>\$36,322.00</b>	<b>0.48%</b>
<b>CITY OF CALIMESA</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>CITY OF CANYON LAKE</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>CITY OF CORONA</b>	<b>\$487,465.79</b>	<b>6.47%</b>
<b>CITY OF HEMET</b>	<b>\$142,051.00</b>	<b>1.89%</b>
<b>CITY OF LAKE ELSINORE</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>CITY OF MORENO VALLEY</b>	<b>\$983,996.00</b>	<b>13.06%</b>
<b>CITY OF MURRIETA</b>	<b>\$230,850.00</b>	<b>3.06%</b>
<b>CITY OF NORCO</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>CITY OF PERRIS</b>	<b>\$434,213.00</b>	<b>5.76%</b>
<b>CITY OF RIVERSIDE</b>	<b>\$480,489.28</b>	<b>6.38%</b>
<b>CITY OF SAN JACINTO</b>	<b>\$761,698.60</b>	<b>10.11%</b>
<b>CITY OF TEMECULA</b>	<b>\$30,385.00</b>	<b>0.40%</b>
<b>COUNTY OF RIVERSIDE</b>	<b>\$3,934,077.00</b>	<b>52.21%</b>
<b>TOTAL</b>	<b>\$7,534,755.67</b>	<b>100.00%</b>

**REGIONAL CONSERVATION AUTHORITY**

**FY 2004 / 05 YEAR TO DATE BUDGETED VERSUS ACTUAL EXPENSES AND REVENUES  
AS OF JANUARY 2005**

PREPARED BY: Ellen Laney (56625)

		OPERATIONS - 935200			LAND ACQUISITION - 935201		
	REVENUE / APPROPRIATIONS	APPROVED BUDGET FY 04/05	ACTUAL EXPEND / REV YEAR TO DATE	% OF BUDGET	APPROVED BUDGET FY 04/05	ACTUAL EXPEND / REV YEAR TO DATE	% OF BUDGET
	<b>REVENUE</b>						
I	Development Fees MSHCP	2,995,075	2,041,579	68.16%	21,286,925	5,464,940	25.67%
II	Contribution From Other Funds <i>HCF landfill fees 1500000</i>	1,500,000		0.00%	0		
III	Interest Income	0	5,734				
	<b>TOTAL DEPARTMENTAL REVENUE</b>						
	<b>GRAND TOTAL REVENUE</b>	4,495,075	2,047,313	68.16%	21,286,925	5,464,940	25.67%
	<b>APPROPRIATIONS</b>						
Category	<b>APPROPRIATION CODE 2 SUPPLY/SERVICES</b>						
A	Training, Office Supplies, Computer Equipment, Software, Insurance	116,980	55,307	47.28%			
B	Travel, Mileage, Accomodations <i>Sacramento 12 trips 1 night 2 persons Washington DC 2 trips 5 nights 3 persons</i>	79,850	1,335	1.67%			
C	Special Agency - Contracts <i>Parks, EDA, WRCOG, Ag Commissioner BBK, CDFG, Patricia Lock Dawson</i>	2,937,000	271,877	9.26%			
D	Professional services - Other <i>Ellen Laney - Accounting</i>	17,500	6,105	34.89%			
E	Special Agency - Labor <i>11.3 County positions</i>	1,128,745	359,838	31.88%			
F	County Counsel <i>Karin Watts-Bazan</i>	50,000	6,260	12.52%			
G	GIS Services <i>Mapped products</i>	150,000	0	0.00%			
H	EFS Processing <i>County Auditor/Controller - Treasurer</i>	15,000	0	0.00%			
	<b>APPROPRIATION CODE 2 TOTAL</b>	4,495,075	700,722	15.59%			
Category	<b>APPROPRIATION CODE 4 LAND ACQUISITION</b>						
J	Land	0	0	0.00%	21,286,925	500,000	2.35%
	<b>APPROPRIATION CODE 4 TOTAL</b>	0	0	0.00%	21,286,925	0	2.35%
	<b>TOTAL OPERATING EXPENDITURES ....</b>	4,495,075	700,722	15.59%	21,286,925	0	0.00%
	<b>NET OPERATING POSITION .....</b>	0	1,346,591		0	5,464,940	

Balance of Fund 51630 as of January 31, 2005

6,211,706

Note: In February 2005 \$935,391 of mitigation fees collected by the County of Riverside will be transferred from 935200 to 935201 Rev code 777170.

DATE: February 10, 2005

TO: Revenue Unit

FROM: Ellen Laney

**SUBJECT: Transfer of MSHCP collections in December to Land Acquisitions**

	Total Collected Total	15% 935200	85% 935201
County of Riverside	1,100,460.00	165,069.00	935,391.00
Total	<u>1,100,460.00</u>	<u>165,069.00</u>	<u>935,391.00</u>

**Please prepare a journal to transfer the following:**

Debit	51630	935200	777170	\$935,391
Credit	51630	935201	777170	\$935,391

This transfer is to move 85% of MSHCP fees collected in January 2005 from the RCA Operations DeptID to the RCA Acquisitions DeptID.

**REGIONAL CONSERVATION AUTHORITY - Operations**

**Beginning Balance as of 7/1/04**

**(\$99,428.29)**

<b>Date</b>	<b>Description</b>	<b>Type</b>	<b>Expenses</b>	<b>Revenue</b>	<b>Cat</b>	<b>Subtotals</b>
11/4/2004	ASAP Software	Computer software	5,869.52		A	
11/4/2004	ASAP Software	Computer software	276.34		A	
11/4/2004	ASAP Software	Computer software	58.19		A	
9/15/2004	AT & T Wireless	Cell Phone	42.72		A	
11/4/2004	AT & T Wireless	Cell Phone	52.46		A	
11/4/2004	AT & T Wireless	Cell Phone	60.64		A	
10/1/2004	AT & T Wireless Services	Cell Phone	10.67		A	
10/1/2004	AT & T Wireless Services	Cell Phone	(120.52)		A	
10/1/2004	AT & T Wireless Services	Cell Phone	150.84		A	
1/6/2005	AT & T wireless Svc	Cell phone	156.06		A	
12/8/2004	AT&T Wireless	Cell Phone	160.83		A	
9/23/2004	Auto Cellular Service	Cell Phone	107.74		A	
8/19/2004	Barbara Hanna	Board Comm Exp	21.60		A	
8/19/2004	Barbara Hanna	Board Comm Exp	200.00		A	
8/19/2004	Barbara Hanna	Board Comm Exp	21.60		A	
8/19/2004	Barbara Hanna	Board Comm Exp	100.00		A	
9/22/2004	Barbara Hanna	Board Comm Exp	21.60		A	
9/22/2004	Barbara Hanna	Board Comm Exp	200.00		A	
10/19/2004	Barbara Hanna	Board Comm Exp	100.00		A	
10/19/2004	Barbara Hanna	Board Comm Exp	21.60		A	
10/19/2004	Barbara Hanna	Board Comm Exp	100.00		A	
10/19/2004	Barbara Hanna	Board Comm Exp	21.60		A	
10/19/2004	Barbara Hanna	Board Comm Exp	100.00		A	
11/19/2004	Barbara Hanna	Board Comm exp	200.00		A	
11/19/2004	Barbara Hanna	Board Comm exp	21.60		A	
12/21/2004	Barbara Hanna	Board Comm exp	100.00		A	
12/21/2004	Barbara Hanna	Board Comm exp	100.00		A	
12/21/2004	Barbara Hanna	Board Comm exp	21.60		A	
1/21/2005	Barbara Hanna	Board Comm Exp	100.00		A	
1/21/2005	Barbara Hanna	Board Comm Exp	24.30		A	
8/19/2004	Bob Buster	Board Comm Exp	200.00		A	
9/22/2004	Bob Buster	Board Comm Exp	200.00		A	
10/19/2004	Bob Buster	Board Comm Exp	100.00		A	
10/19/2004	Bob Buster	Board Comm Exp	100.00		A	
10/19/2004	Bob Buster	Board Comm Exp	100.00		A	
11/19/2004	Bob Buster	Board Comm exp	100.00		A	
1/21/2005	Bob Buster	Board Comm Exp	100.00		A	
9/1/2004	Boise Cascade /Office Max	Furniture	869.50		A	
8/19/2004	Charlotte Lowe	Board Comm Exp	25.92		A	
8/19/2004	Charlotte Lowe	Board Comm Exp	200.00		A	
8/19/2004	Charlotte Lowe	Board Comm Exp	100.00		A	
8/19/2004	Charlotte Lowe	Board Comm Exp	25.92		A	
9/22/2004	Charlotte Lowe	Board Comm Exp	200.00		A	
9/22/2004	Charlotte Lowe	Board Comm Exp	25.92		A	
10/19/2004	Charlotte Lowe	Board Comm Exp	100.00		A	
10/19/2004	Charlotte Lowe	Board Comm Exp	25.92		A	
10/21/2004	Charlotte Lowe	Board Comm Exp	100.00		A	
10/21/2004	Charlotte Lowe	Board Comm Exp	25.92		A	
10/21/2004	Charlotte Lowe	Board Comm Exp	100.00		A	
11/19/2004	Charlotte Lowe	Board Comm exp	200.00		A	
11/19/2004	Charlotte Lowe	Board Comm exp	25.92		A	
1/21/2005	Charlotte Lowe	Board Comm Exp	100.00		A	
1/21/2005	Charlotte Lowe	Board Comm Exp	100.00		A	
1/21/2005	Charlotte Lowe	Board Comm Exp	29.16		A	
10/20/2004	Chuck Washington	Board Comm Exp	100.00		A	
10/20/2004	Chuck Washington	Board Comm Exp	30.96		A	
10/20/2004	Chuck Washington	Board Comm Exp	100.00		A	
10/20/2004	Chuck Washington	Board Comm Exp	30.96		A	
10/20/2004	Chuck Washington	Board Comm Exp	100.00		A	
10/20/2004	Chuck Washington	Board Comm Exp	30.96		A	
12/21/2004	Chuck Washington	Board Comm exp	100.00		A	
12/21/2004	Chuck Washington	Board Comm exp	100.00		A	

12/21/2004	Chuck Washington	Board Comm exp	30.96	A
10/20/2004	Dale Stubblefield	Board Comm Exp	100.00	A
10/20/2004	Dale Stubblefield	Board Comm Exp	28.08	A
11/19/2004	Dale Stubblefield	Board Comm exp	100.00	A
11/19/2004	Dale Stubblefield	Board Comm exp	28.08	A
1/5/2005	Dale Stubblefield	Board Comm Exp	100.00	A
1/5/2005	Dale Stubblefield	Board Comm Exp	28.08	A
8/19/2004	Dennis Kelley	Board Comm Exp	100.00	A
8/19/2004	Dennis Kelley	Board Comm Exp	28.80	A
9/23/2004	Dennis Kelly Seyarto	Board Comm Exp	28.80	A
9/23/2004	Dennis Kelly Seyarto	Board Comm Exp	100.00	A
10/20/2004	Dennis Kelly Seyarto	Board Comm Exp	100.00	A
10/20/2004	Dennis Kelly Seyarto	Board Comm Exp	28.80	A
10/21/2004	Dennis Kelly Seyarto	Board Comm Exp	100.00	A
10/21/2004	Dennis Kelly Seyarto	Board Comm Exp	100.00	A
10/21/2004	Dennis Kelly Seyarto	Board Comm Exp	28.80	A
10/19/2004	Dom Betro	Board Comm Exp	100.00	A
11/19/2004	Dom Betro	Board Comm exp	100.00	A
12/21/2004	Dom Betro	Board Comm exp	100.00	A
8/19/2004	Dominic Betro	Board Comm Exp	100.00	A
9/22/2004	Dominic Betro	Board Comm Exp	100.00	A
8/19/2004	Eugene Montanez	Board Comm Exp	10.80	A
8/19/2004	Eugene Montanez	Board Comm Exp	200.00	A
8/19/2004	Eugene Montanez	Board Comm Exp	100.00	A
8/19/2004	Eugene Montanez	Board Comm Exp	10.80	A
9/22/2004	Eugene Montanez	Board Comm Exp	10.80	A
9/22/2004	Eugene Montanez	Board Comm Exp	200.00	A
10/20/2004	Eugene Montanez	Board Comm Exp	100.00	A
10/20/2004	Eugene Montanez	Board Comm Exp	10.80	A
10/21/2004	Eugene Montanez	Board Comm Exp	100.00	A
10/21/2004	Eugene Montanez	Board Comm Exp	10.80	A
10/21/2004	Eugene Montanez	Board Comm Exp	100.00	A
11/19/2004	Eugene Montanez	Board Comm exp	200.00	A
11/19/2004	Eugene Montanez	Board Comm exp	10.80	A
12/21/2004	Eugene Montanez	Board Comm exp	100.00	A
12/21/2004	Eugene Montanez	Board Comm exp	100.00	A
12/21/2004	Eugene Montanez	Board Comm exp	10.80	A
1/21/2005	Eugene Montanez	Board Comm Exp	100.00	A
1/21/2005	Eugene Montanez	Board Comm Exp	12.15	A
12/16/2004	Fed Ex	Postage	319.15	A
8/4/2004	FedEx	Postage	203.70	A
10/1/2004	FedEX	Postage	107.73	A
10/7/2004	FedEX	Postage	386.49	A
10/15/2004	FedEX	Postage	425.08	A
10/19/2004	FedEX	Postage	235.21	A
10/25/2004	FedEX	Postage	14.73	A
1/1/2005	FedEX	Postage	55.30	A
8/19/2004	Frank Hall	Board Comm Exp	100.00	A
8/19/2004	Frank Hall	Board Comm Exp	13.68	A
8/19/2004	Frank Hall	Board Comm Exp	13.68	A
8/19/2004	Frank Hall	Board Comm Exp	200.00	A
9/22/2004	Frank Hall	Board Comm Exp	13.68	A
9/22/2004	Frank Hall	Board Comm Exp	200.00	A
10/19/2004	Frank Hall	Board Comm Exp	100.00	A
10/19/2004	Frank Hall	Board Comm Exp	13.68	A
10/19/2004	Frank Hall	Board Comm Exp	100.00	A
10/19/2004	Frank Hall	Board Comm Exp	100.00	A
10/19/2004	Frank Hall	Board Comm Exp	13.68	A
11/19/2004	Frank Hall	Board Comm exp	100.00	A
11/19/2004	Frank Hall	Board Comm exp	13.68	A
1/21/2005	Frank Hall	Board Comm Exp	100.00	A
1/21/2005	Frank Hall	Board Comm Exp	15.39	A
1/25/2005	GM business Interiors	Furniture	2,830.39	A
1/25/2005	GM business Interiors	Furniture	197.25	A
9/1/2004	James Venable	Board Comm Exp	100.00	A
9/22/2004	James Venable	Board Comm Exp	100.00	A
10/20/2004	James Veneble	Board Comm Exp	100.00	A
10/20/2004	James Veneble	Board Comm Exp	100.00	A

11/19/2004	Jim Venable	Board Comm exp	100.00	A
12/21/2004	Jim Venable	Board Comm exp	100.00	A
9/1/2004	John Tavaglione	Board Comm Exp	200.00	A
9/22/2004	John Tavaglione	Board Comm Exp	200.00	A
10/20/2004	John Tavaglione	Board Comm Exp	100.00	A
1/21/2005	John Tavaglione	Board Comm Exp	100.00	A
11/19/2004	Kelley Seyarto	Board Comm exp	200.00	A
11/19/2004	Kelley Seyarto	Board Comm exp	28.80	A
12/21/2004	Kelley Seyarto	Board Comm exp	100.00	A
12/21/2004	Kelley Seyarto	Board Comm exp	100.00	A
12/21/2004	Kelley Seyarto	Board Comm exp	28.80	A
1/21/2005	Kelley Seyarto	Board Comm Exp	100.00	A
1/21/2005	Kelley Seyarto	Board Comm Exp	32.40	A
8/19/2004	Larry Dressel	Board Comm Exp	19.44	A
8/19/2004	Larry Dressel	Board Comm Exp	100.00	A
9/22/2004	Larry Dressel	Board Comm Exp	100.00	A
9/22/2004	Larry Dressel	Board Comm Exp	19.44	A
10/19/2004	Larry Dressel	Board Comm Exp	100.00	A
10/19/2004	Larry Dressel	Board Comm Exp	19.44	A
11/19/2004	Larry Dressel	Board Comm exp	100.00	A
11/19/2004	Larry Dressel	Board Comm exp	19.44	A
12/21/2004	Larry Dressel	Board Comm exp	100.00	A
12/21/2004	Larry Dressel	Board Comm exp	19.44	A
9/1/2004	Marion Ashley	Board Comm Exp	200.00	A
9/1/2004	Marion Ashley	Board Comm Exp	100.00	A
9/22/2004	Marion Ashley	Board Comm Exp	200.00	A
10/19/2004	Marion Ashley	Board Comm Exp	100.00	A
11/19/2004	Marion Ashley	Board Comm exp	200.00	A
12/21/2004	Marion Ashley	Board Comm exp	100.00	A
12/21/2004	Marion Ashley	Board Comm exp	100.00	A
1/21/2005	Marion Ashley	Board Comm Exp	100.00	A
8/19/2004	Martin Gibson	Board Comm Exp	100.00	A
8/19/2004	Martin Gibson	Board Comm Exp	23.76	A
10/19/2004	Martin Gibson	Board Comm Exp	100.00	A
10/19/2004	Martin Gibson	Board Comm Exp	23.76	A
10/19/2004	Martin Gibson	Board Comm Exp	100.00	A
10/19/2004	Martin Gibson	Board Comm Exp	23.76	A
11/19/2004	Martin Gibson	Board Comm exp	100.00	A
11/19/2004	Martin Gibson	Board Comm exp	23.76	A
10/1/2004	Mitchell Glass	Office Supplies	421.00	A
12/9/2004	Mitchell Glass Co	Office supplies	521.50	A
1/5/2005	Nextel Communications	Cell phone	37.30	A
11/3/2004	Office Max	Office supplies	23.52	A
12/1/2004	Office Max	Office supplies	196.52	A
12/1/2004	Office Max	Office supplies	565.05	A
12/1/2004	Office Max	Office supplies	165.01	A
12/1/2004	Office Max	Office supplies	16.18	A
12/2/2004	Office Max	Office supplies	1.11	A
12/2/2004	Office Max	Office supplies	5.66	A
12/2/2004	Office Max	Office supplies	2.07	A
12/8/2004	Office Max	Office supplies	237.71	A
12/8/2004	Office Max	Office supplies	473.36	A
12/21/2004	Office Max	Office supplies	169.02	A
1/3/2005	Office Max - adjustment	Office Supplies	(387.10)	A
1/1/2005	PIP Printing	Printing	1,911.72	A
1/1/2005	PIP Printing	Printing	677.52	A
1/6/2005	Print services	Printing	39.00	A
1/27/2005	Purchasing	Supplies	526.84	A
10/20/2004	Raul Mark Yarbrough	Board Comm Exp	100.00	A
10/20/2004	Raul Mark Yarbrough	Board Comm Exp	14.40	A
10/20/2004	Raul Mark Yarbrough	Board Comm Exp	100.00	A
10/20/2004	Raul Mark Yarbrough	Board Comm Exp	14.40	A
12/21/2004	Raul Mark Yarbrough	Board Comm exp	100.00	A
12/21/2004	Raul Mark Yarbrough	Board Comm exp	14.40	A
11/17/2004	RCRDC	Rental	7,000.00	A
12/9/2004	RCRDC	Rental	7,000.00	A
1/13/2005	RCRDC	Rental	3,500.00	A
1/13/2005	RCRDC	Rental	3,500.00	A

11/4/2004	Riverside Rubber Stamp	Office supplies	42.51	A	
11/8/2004	Riverside Rubber Stamp	Office supplies	7.00	A	
8/19/2004	Robert Schiffner	Board Comm Exp	100.00	A	
8/19/2004	Robert Schiffner	Board Comm Exp	25.20	A	
9/22/2004	Robert Schiffner	Board Comm Exp	100.00	A	
9/22/2004	Robert Schiffner	Board Comm Exp	25.20	A	
10/20/2004	Robert Schiffner	Board Comm Exp	100.00	A	
10/20/2004	Robert Schiffner	Board Comm Exp	25.20	A	
10/20/2004	Robert Schiffner	Board Comm Exp	100.00	A	
10/20/2004	Robert Schiffner	Board Comm Exp	25.20	A	
11/19/2004	Robert Schiffner	Board Comm exp	100.00	A	
11/19/2004	Robert Schiffner	Board Comm exp	25.20	A	
1/5/2005	Robert Schiffner	Board Comm Exp	25.20	A	
1/5/2005	Robert Schiffner	Board Comm Exp	100.00	A	
11/19/2004	Roy Wilson	Board Comm exp	100.00	A	
10/20/2004	Shenna Mogeet	Board Comm Exp	100.00	A	
10/20/2004	Shenna Mogeet	Board Comm Exp	17.28	A	
1/5/2005	Shenna Moqheet	Board Comm Exp	100.00	A	
1/5/2005	Shenna Moqheet	Board Comm Exp	17.28	A	
1/21/2005	Shenna Moqheet	Board Comm Exp	100.00	A	
1/21/2005	Shenna Moqheet	Board Comm Exp	17.28	A	
1/3/2005	Use Tax Adjustments	Communications	1.04	A	
1/3/2005	Use Tax Adjustments	Communications	1.04	A	
1/3/2005	West Coast Lock & Supply	Office Equip	21.01	A	
9/7/2004	West Coast Terminals	Fax machine	1,838.22	A	
8/19/2004	William Batey	Board Comm Exp	200.00	A	
8/19/2004	William Batey	Board Comm Exp	8.64	A	
8/19/2004	William Batey	Board Comm Exp	100.00	A	
8/19/2004	William Batey	Board Comm Exp	8.64	A	
12/21/2004	William Batey	Board Comm exp	100.00	A	
12/21/2004	William Batey	Board Comm exp	8.64	A	(55,306.91)
11/1/2004	Auto Cellular Service	Cell Phone	48.49	B	
10/20/2004	Dematteo's Pizza	Meals	136.68	B	
8/6/2004	Pacific Stix	Meals	144.39	B	
10/13/2004	Provider Food service	Meals	39.87	B	
10/22/2004	Provider Food service	Meals	23.60	B	
11/12/2004	Provider Food service	Meals	31.30	B	
12/1/2004	Provider Food Service	Meals	49.57	B	
1/21/2005	Ron Remple	Travel	529.39	B	
1/21/2005	Ron Remple	Meals	43.75	B	
1/21/2005	Ron Remple	Travel	45.00	B	
10/19/2004	Simple Simon	Meals	40.95	B	
11/15/2004	Simple Simon	Meals	115.08	B	
9/1/2004	Smart & Final	Meals	3.22	B	
9/1/2004	Smart & Final	Meals	34.04	B	
10/1/2004	Smart & Final	Meals	3.22	B	
10/5/2004	Smart & Final	Meals	3.22	B	
11/15/2004	Smart & Final	Meals	11.78	B	
11/15/2004	Smart & Final	Meals	3.22	B	
12/10/2004	Smart & Final	Meals	11.25	B	
1/13/2005	Smart & Final	Meals	3.22	B	
1/13/2005	Smart & Final	Meals	13.29	B	(1,334.53)
11/18/2004	Best Best & Kreiger	Legal	1,012.50	C	
11/18/2004	Best Best & Kreiger	Legal	19,040.85	C	
11/18/2004	Best Best & Kreiger	Legal	14,642.61	C	
11/18/2004	Best Best & Kreiger	Legal	8,234.40	C	
11/18/2004	Best Best & Kreiger	Legal	2,711.76	C	
11/18/2004	Best Best & Kreiger	Legal	6,539.90	C	
11/18/2004	Best Best & Kreiger	Legal	10,678.58	C	
11/18/2004	Best Best & Kreiger	Legal	10,222.38	C	
11/18/2004	Best Best & Kreiger	Legal	11,718.29	C	
11/18/2004	Best Best & Kreiger	Legal	17,718.76	C	
11/18/2004	Best Best & Kreiger	Legal	11,163.77	C	
11/17/2004	EDA Reimbursement	Contract	74,990.27	C	
10/13/2004	Hodge & Assoc	Contract	6,745.00	C	
10/13/2004	Hodge & Assoc	Contract	7,647.50	C	
11/10/2004	Hodge & Associates	Contract	6,555.00	C	
12/9/2004	Patricia Lock-Dawson	Contract	4,940.00	C	

12/9/2004	Patricia Lock-Dawson	Contract	7,475.00		C	
1/13/2005	Patricia Lock-Dawson	Contract	6,110.00		C	
10/5/2004	WRCOG	Contract	43,730.23		C	(271,876.80)
8/12/2004	Ellen Laney	Prof Svc Other	1,025.00		D	
9/13/2004	Ellen Laney	Prof Svc Other	1,450.00		D	
10/20/2004	Ellen Laney	Prof Svc Other	740.00		D	
11/15/2004	Ellen Laney	Prof Svc Other	1,000.00		D	
1/3/2005	Ellen Laney	Prof Svc Other	1,265.00		D	
1/5/2005	Ellen Laney	Prof Svc Other	625.00		D	(6,105.00)
10/22/2004	Exec Office reimb- 1st qtr	Labor	7,455.64		E	
9/17/2004	Labor PP 14 - 15	Labor	19,753.42		E	
11/1/2004	Labor PP 15 - 17	Labor	75,878.98		E	
11/1/2004	Labor PP 18 - 20	Labor	81,910.68		E	
12/9/2004	Labor PP 21 - 24	Labor	123,595.98		E	
1/19/2005	Labor PP 25 - 26	Labor	32,442.10		E	
1/19/2005	Labor PP 25 - 26	Labor	18,428.42		E	
1/19/2005	Labor PP 25 - 26	Labor	373.13		E	(359,838.35)
11/3/2004	County Counsel	Legal	2,597.40		F	
12/16/2004	County Counsel	Legal	3,607.50		F	
12/16/2004	County Counsel	Legal	55.50		F	(6,260.40)
11/4/2004	City of Banning Fee Tsf	Fee		13,208.00	I	
11/4/2004	City of Beaumont Fee Tsf	Fee		36,322.00	I	
11/17/2004	City of Corona Fee Tsf	Fee		129,020.99	I	
1/14/2005	City of Corona Fee Tsf	Fee		51,298.80	I	
10/13/2004	City of Hemet Fee Tsf	Fee		75,773.40	I	
1/5/2005	City of Hemet Fee Tsf	Fee		2,724.15	I	
11/24/2004	City of Moreno Valley Fee Tsf	Fee		983,996.00	I	
10/5/2004	City of Murietta Fee Tsf	Fee		230,850.00	I	
1/5/2005	City of Perris Fee Tsf	Fee		18,821.40	I	
1/25/2005	City of Perris Fee Tsf	Fee		12,630.15	I	
11/4/2004	City of San Jacinto Fee Tsf	Fee		196,667.60	I	
11/17/2004	City of Temecula Fee Tsf	Fee		17,177.00	I	
1/25/2005	City of Temecula Fee Tsf	Fee		1,238.25	I	
7/31/2004	County of Riverside Fee Tsf	Fee		437,619.00	I	
8/31/2004	County of Riverside Fee Tsf	Fee		320,725.00	I	
9/30/2004	County of Riverside Fee Tsf	Fee		477,917.00	I	
10/31/2004	County of Riverside Fee Tsf	Fee		492,295.00	I	
11/30/2004	County of Riverside Fee Tsf	Fee		484,058.00	I	
1/31/2005	County of Riverside Fee Tsf	Fee		1,100,460.00	I	
1/13/2005	Transfer MSHCP funds LA	Fee		(714,556.00)	I	
12/9/2004	City of Corona Fee Tsf	Fee		2,467.92	I	
12/1/2004	City of Hemet Fee Tsf	Fee		20,049.60	I	
12/9/2004	City of Hemet Fee Tsf	Fee		4,210.05	I	
12/1/2004	City of Perris Fee Tsf	Fee		224,536.00	I	
12/21/2004	City of Riverside Fee Tsf	Fee		72,073.39	I	
12/21/2004	City of San Jacinto Fee Tsf	Fee		84,754.65	I	
12/23/2004	City of Temecula Fee Tsf	Fee		742.95	I	
12/31/2004	County of Riverside Fee Tsf	Fee		596,069.00	I	
12/16/2004	Don Faia - mshcp refund	Fee		(1,651.00)	I	
12/16/2004	Faustino Delgado-mshcp ref	Fee		(1,651.00)	I	
12/9/2004	Transfer MSHCP funds LA	Fee		(3,328,268.00)	I	2,041,579.30
10/14/2004	Q1 2005 interest	Interest		422.13	III	
12/1/2004	Q1 2005 interest accr	interest		1,145.33	III	
1/10/2005	Q2 2005 interest	Interest		4,166.07	III	
9/30/2004	Q4 2004 Int Correction	Interest		(10.80)	III	
7/22/2004	Q4 2004 Int Reversal	Interest		10.80	III	5,733.53

\$700,721.99      \$2,047,312.83      \$1,247,162.55

A/C statements      \$701,119.09      \$2,047,312.83      1,246,765.45

Variance      (\$397.10)      \$0.00      \$397.10

1/6/2005 Purchasing

Should be RCHCA

397.10

397.10

\$0.00

\$0.00

(\$0.00)

**REGIONAL CONSERVATION AUTHORITY - Land Acquisition**

**Beginning Balance as of 7/1/04**

**\$0.00**

<b>Date</b>	<b>Description</b>	<b>Type</b>	<b>Expenses</b>	<b>Revenue</b>	<b>Cat</b>	<b>Subtotals</b>
12/9/2004	City of Corona Fee Tsf	Fee		13,984.88	I-LA	
1/14/2005	City of Corona Fee Tsf	Fee		290,693.20	I-LA	
12/9/2004	City of Hemet Fee Tsf	Fee		23,856.95	I-LA	
1/5/2005	City of Hemet Fee Tsf	Fee		15,436.85	I-LA	
1/5/2005	City of Perris Fee Tsf	Fee		106,654.60	I-LA	
1/25/2005	City of Perris Fee Tsf	Fee		71,570.85	I-LA	
12/21/2004	City of Riverside Fee Tsf	Fee		408,415.89	I-LA	
12/21/2004	City of San Jacinto Fee Tsf	Fee		480,276.35	I-LA	
12/23/2004	City of Temecula Fee Tsf	Fee		4,210.05	I-LA	
1/25/2005	City of Temecula Fee Tsf	Fee		7,016.75	I-LA	
12/9/2004	Tsf MSHCP fees from Op	Fee		3,328,268.00	I-LA	
1/13/2005	Tsf MSHCP fees from Op	Fee		714,556.00	I-LA	5,464,940.37
1/14/2004	Chicago Title Co	Escrow Dep	500,000.00		J	(500,000.00)
			500,000.00	5,464,940.37		4,964,940.37
	A/C statements		<u>\$500,000.00</u>	<u>\$5,464,940.37</u>		4,964,940.37
	Variance		\$0.00	\$0.00		\$0.00

**REGIONAL CONSERVATION AUTHORITY**

**FY 2004 / 05 YEAR TO DATE BUDGETED VERSUS ACTUAL EXPENSES AND REVENUES  
AS OF JANUARY 2005**

PREPARED BY: Ellen Laney (56625)

		OPERATIONS - 935200			LAND ACQUISITION - 935201		
	REVENUE / APPROPRIATIONS	APPROVED BUDGET FY 04/05	ACTUAL EXPEND / REV YEAR TO DATE	% OF BUDGET	APPROVED BUDGET FY 04/05	ACTUAL EXPEND / REV YEAR TO DATE	% OF BUDGET
	<b>REVENUE</b>						
I	Development Fees MSHCP	2,995,075	2,041,579	68.16%	21,286,925	5,464,940	25.67%
II	Contribution From Other Funds <i>HCF landfill fees 1500000</i>	1,500,000		0.00%	0		
III	Interest Income	0	5,734				
	<b>TOTAL DEPARTMENTAL REVENUE</b>						
	<b>GRAND TOTAL REVENUE</b>	4,495,075	2,047,313	68.16%	21,286,925	5,464,940	25.67%
	<b>APPROPRIATIONS</b>						
Category	<b>APPROPRIATION CODE 2 SUPPLY/SERVICES</b>						
A	Training, Office Supplies, Computer Equipment, Software, Insurance	116,980	55,307	47.28%			
B	Travel, Mileage, Accomodations <i>Sacramento 12 trips 1 night 2 persons Washington DC 2 trips 5 nights 3 persons</i>	79,850	1,335	1.67%			
C	Special Agency - Contracts <i>Parks, EDA, WRCOG, Ag Commissioner BBK, CDFG, Patricia Lock Dawson</i>	2,937,000	271,877	9.26%			
D	Professional services - Other <i>Ellen Laney - Accounting</i>	17,500	6,105	34.89%			
E	Special Agency - Labor <i>11.3 County positions</i>	1,128,745	359,838	31.88%			
F	County Counsel <i>Karin Watts-Bazan</i>	50,000	6,260	12.52%			
G	GIS Services <i>Mapped products</i>	150,000	0	0.00%			
H	EFS Processing <i>County Auditor/Controller - Treasurer</i>	15,000	0	0.00%			
	<b>APPROPRIATION CODE 2 TOTAL</b>	4,495,075	700,722	15.59%			
Category	<b>APPROPRIATION CODE 4 LAND ACQUISITION</b>						
J	Land	0	0	0.00%	21,286,925	500,000	2.35%
	<b>APPROPRIATION CODE 4 TOTAL</b>	0	0	0.00%	21,286,925	0	2.35%
	<b>TOTAL OPERATING EXPENDITURES ....</b>	4,495,075	700,722	15.59%	21,286,925	0	0.00%
	<b>NET OPERATING POSITION .....</b>	0	1,346,591		0	5,464,940	

Balance of Fund 51630 as of January 31, 2005

6,211,706

Note: In February 2005 \$935,391 of mitigation fees collected by the County of Riverside will be transferred from 935200 to 935201 Rev code 777170.

**CATEGORY C EXPENDITURES**

Contracts	Funding	Budget	YTD Exp	Balance	% Spent
Monitoring - CDFG	HCF	800,000		800,000	0.00%
Litigation - BBK	DM	600,000		600,000	0.00%
General counsel - BBK	DM	132,000	113,684	18,316	86.12%
Managing new land - Parks	HCF	30,000		30,000	0.00%
Managing existing MSHCP land - Parks	HCF	150,000		150,000	0.00%
EDA Property Acquisition - Agents & Costs	DM	400,000	74,990	325,010	18.75%
WRCOG - Personnel Services	DM	300,000	64,678	235,322	21.56%
Dudek	DM	250,000		250,000	0.00%
Patricia Lock-Dawson	DM	75,000	18,525	56,475	24.70%
AG Commissioner	DM	200,000		200,000	0.00%
<b>Total contracts</b>		<b>2,937,000</b>	<b>271,877</b>	<b>2,665,123</b>	<b>9.26%</b>

**REGIONAL CONSERVATION AUTHORITY  
NET MITIGATION FEE COLLECTIONS  
AS OF JANUARY 31, 2005**

	<b>MITIGATION FEES</b>	<b>PERCENTAGE OF TOTAL</b>
<b>CITY OF BANNING</b>	<b>\$13,208.00</b>	<b>0.18%</b>
<b>CITY OF BEAUMONT</b>	<b>\$36,322.00</b>	<b>0.48%</b>
<b>CITY OF CALIMESA</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>CITY OF CANYON LAKE</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>CITY OF CORONA</b>	<b>\$487,465.79</b>	<b>6.47%</b>
<b>CITY OF HEMET</b>	<b>\$142,051.00</b>	<b>1.89%</b>
<b>CITY OF LAKE ELSINORE</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>CITY OF MORENO VALLEY</b>	<b>\$983,996.00</b>	<b>13.06%</b>
<b>CITY OF MURRIETA</b>	<b>\$230,850.00</b>	<b>3.06%</b>
<b>CITY OF NORCO</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>CITY OF PERRIS</b>	<b>\$434,213.00</b>	<b>5.76%</b>
<b>CITY OF RIVERSIDE</b>	<b>\$480,489.28</b>	<b>6.38%</b>
<b>CITY OF SAN JACINTO</b>	<b>\$761,698.60</b>	<b>10.11%</b>
<b>CITY OF TEMECULA</b>	<b>\$30,385.00</b>	<b>0.40%</b>
<b>COUNTY OF RIVERSIDE</b>	<b>\$3,934,077.00</b>	<b>52.21%</b>
<b>TOTAL</b>	<b>\$7,534,755.67</b>	<b>100.00%</b>

DATE: February 10, 2005

TO: Revenue Unit

FROM: Ellen Laney

**SUBJECT: Transfer of MSHCP collections in December to Land Acquisitions**

	Total Collected Total	15% 935200	85% 935201
County of Riverside	1,100,460.00	165,069.00	935,391.00
Total	<u>1,100,460.00</u>	<u>165,069.00</u>	<u>935,391.00</u>

**Please prepare a journal to transfer the following:**

Debit	51630	935200	777170	\$935,391
Credit	51630	935201	777170	\$935,391

This transfer is to move 85% of MSHCP fees collected in January 2005 from the RCA Operations DeptID to the RCA Acquisitions DeptID.

**REGIONAL CONSERVATION AUTHORITY**  
**NET MSHCP MITIGATION FEE COLLECTIONS BY MEMBER AGENCY**  
**FY 2004/05**

	<b>JULY 2004</b>	<b>AUGUST 2004</b>	<b>SEPTEMBER 2004</b>	<b>OCTOBER 2004</b>	<b>NOVEMBER 2004</b>	<b>DECEMBER 2004</b>	<b>JANUARY 2005</b>	<b>FEBRUARY 2005</b>	<b>MARCH 2005</b>	<b>APRIL 2005</b>	<b>MAY 2005</b>	<b>JUNE 2005</b>	<b>TOTALS</b>	<b>PERCENT OF TOTAL</b>
<b>CITY OF BANNING</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$13,208.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,208.00	0.18%
<b>CITY OF BEAUMONT</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$36,322.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36,322.00	0.48%
<b>CITY OF CALIMESA</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>CITY OF CANYON LAKE</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>CITY OF CORONA</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$129,020.99	\$16,452.80	\$341,992.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$487,465.79	6.49%
<b>CITY OF HEMET</b>	\$0.00	\$0.00	\$0.00	\$75,773.40	\$0.00	\$48,116.60	\$18,161.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$142,051.00	1.89%
<b>CITY OF LAKE ELSINOR</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>CITY OF MORENO VALL</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$983,996.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$983,996.00	13.11%
<b>CITY OF MURRIETA</b>	\$0.00	\$0.00	\$0.00	\$230,850.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$230,850.00	3.08%
<b>CITY OF NORCO</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>CITY OF PERRIS</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$224,536.00	\$209,677.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$434,213.00	5.78%
<b>CITY OF RIVERSIDE</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$480,489.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$480,489.28	6.40%
<b>CITY OF SAN JACINTO</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$196,667.60	\$565,031.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$761,698.60	10.15%
<b>CITY OF TEMECULA</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$17,177.00	\$4,953.00	\$8,255.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,385.00	0.40%
<b>COUNTY OF RIVERSIDE</b>	\$437,619.00	\$320,725.00	\$477,917.00	\$492,295.00	\$484,058.00	\$592,767.00	\$1,100,460.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,905,841.00	52.03%
<b>TOTALS</b>	<b>\$437,619.00</b>	<b>\$320,725.00</b>	<b>\$477,917.00</b>	<b>\$798,918.40</b>	<b>\$1,860,449.59</b>	<b>\$1,932,345.68</b>	<b>\$1,678,545.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$7,506,519.67</b>	<b>100.00%</b>