



**Western Riverside County
Regional Conservation Authority**
www.wrc-rca.org

EXECUTIVE COMMITTEE

The Executive Committee, consisting of the RCA Board Chairman, Vice Chairman, Past Chairman, and four members of the RCA Board, makes recommendations regarding personnel, administrative and financial matters, as well as provide guidance on a broad range of issues including target areas or types of habitats needed to remain in rough step. In addition, the Executive Committee may schedule Funding Coordination Committee workshops to discuss funding and acquisition strategy.

MEETING

12:00 p.m.
Wednesday, March 19, 2008
Riverside County Administrative Center
Fifth Floor, Conference Room C
4080 Lemon Street, Riverside

EXECUTIVE COMMITTEE MEMBERS

Eugene Montanez, Chairman

City of Corona

Bob Buster, Vice Chairman

County of Riverside, District I

Jeff Stone, Past Chairman

County of Riverside, District III

Larry Dressel

City of Beaumont

Jim Hyatt

City of Calimesa

Andy Melendrez

City of Riverside

Gary Thomasian

City of Murrieta

Charles Landry, Executive Director
Joe Richards, Deputy Executive Director



WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY

www.wrc-rca.org

Executive Committee

MEETING AGENDA*

**Action(s) may be taken on any item listed on the agenda. Non-exempt materials related to an item on this agenda submitted to the RCA Executive Committee after distribution of the agenda packet are available for public inspection at the RCA Offices, 4080 Lemon Street, 12th Floor, Riverside, California, during normal business hours. Such documents are also available on the Western Riverside County Regional Conservation Authority website at www.wrc-rca.org subject to staff's ability to post the documents before the meeting.*

Wednesday, March 19, 2008

12:00 P.M.

**Riverside County Administrative Center
Fifth Floor, Conference Room C
4080 Lemon Street
Riverside, CA 92501**

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in an Executive Committee meeting, please contact the Clerk of the Board at (951) 955-9700. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT** *(At this time members of the public can address the Executive Committee regarding any items within the subject matter jurisdiction of the RCA that are not separately listed on this agenda. Members of the public will have the opportunity to speak on agenda items at the time the item is called for discussion. No action may be taken on items not listed on the agenda unless authorized by law. Each individual speaker is limited to speak three (3) continuous minutes or less. Any person wishing to address the Executive Committee on any matter, whether or not it appears on this agenda, is requested to complete a Request to Speak form available at the door. The completed form is to be submitted to the Clerk of the Board prior to an individual being heard. Whenever possible, lengthy testimony should be presented to the Executive Committee in writing and only pertinent points presented orally. Any written documents to be distributed or presented to the Executive Committee shall be submitted to the Clerk of the Board.)*
- 4. COMMITTEE MEMBER ANNOUNCEMENTS**
- 5. ADDITIONS/REVISIONS** *(The Committee may add an item to the Agenda after making a finding that there is a need to take immediate action on the item and that the item came to the attention of the Committee subsequent to the posting of the agenda. An action adding an item to the agenda requires 2/3 vote of the Committee. If there are less than 2/3 of the Committee Members present, adding an item requires a unanimous vote. Added items will be placed for discussion at the end of the agenda.)*

RCA EXECUTIVE COMMITTEE AGENDA

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March 19, 2008

6. APPROVAL OF MINUTES

7. FISCAL YEAR 2007-08 SECOND QUARTER FINANCIAL STATEMENT AND BUDGET ADJUSTMENT

Overview

That the RCA Executive Committee:

- 1) Receive and file the Fiscal Year 2007-08 Second Quarter Financial Statement;
- 2) Approve the Budget Adjustment contained in the Financial Information Box on the staff report; and
- 3) Authorize staff to agendize this matter for the March 31, 2008 Special Meeting of the RCA Board of Directors.

8. AGREEMENT NO. 08002 BETWEEN THE WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY AND U. S. FISH AND WILDLIFE SERVICE FOR PARTIAL ANNUAL FUNDING OF AN INTERIM MONITORING PROGRAM ADMINISTRATOR/BIOLOGICAL MONITORING PROGRAM COORDINATOR

Overview

That the RCA Executive Committee:

- 1) Approve the Agreement No. 08002 between the RCA and USFWS; and
- 2) Authorize staff to agendize this matter for the March 31, 2008 Special Meeting of the RCA Board of Directors.

9. EXECUTIVE DIRECTOR'S REPORT

9.1 MSHCP Fee Adjustment for Fiscal Year 2008-09

10. FUTURE AGENDA ITEMS: *(Committee members are invited to suggest additional items to be brought forward for discussion.)*

RCA EXECUTIVE COMMITTEE AGENDA

Page 3 of 3

March 19, 2008

**11. CLOSED SESSION:
CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

Pursuant to Government Code Section 54956.8

Negotiating Parties: RCA – Director of Land Acquisition and Property Management or Designee

Under Negotiation: Price/Terms

Item	Assessor Parcel Nos.	Property Owners
1	547-160-004, 553-220-001 553-220-015	San Jacinto River Ranchos Meadows at Lone Cone

12. ADJOURNMENT

The next meeting of the Western Riverside County Regional Conservation Authority Executive Committee will be Wednesday, April 16, 2008, at 12:00 p.m., in the Fifth Floor Conference Room C, 4080 Lemon Street, Riverside, California, 92501.

AGENDA ITEM NO. 6

MINUTES



WESTERN RIVERSIDE COUNTY REGIONAL CONSERVATION AUTHORITY

www.wrc-rca.org

Executive Committee

MEETING MINUTES

Wednesday, January 16, 2008

1. CALL TO ORDER

The meeting of the Western Riverside County Regional Conservation Authority Executive Committee was called to order by Chairman Eugene Montanez at 12:35 p.m., in Conference Room A in the County Administrative Center, 4080 Lemon Street, Fifth Floor, in Riverside, California 92501.

2. ROLL CALL

Committee Members/Alternates Present

Committee Members Absent

Larry Dressel
Jim Hyatt
Andy Melendrez
Eugene Montanez
John Tavaglione
Gary Thomasian
Jeff Stone

3. PUBLIC COMMENT

There were no public comments.

4. COMMITTEE MEMBER ANNOUNCEMENTS

There were no Committee Member announcements.

5. ADDITIONS/REVISIONS

There were no additions/revisions.

6. APPROVAL OF MINUTES

M/S/C (TAVAGLIONE/STONE) to approve the December 19, 2007 Executive Committee meeting minutes, as presented.

Abstained: Hyatt, Melendrez

7. APPROVAL OF POLICY NO. RCA-GA001 ESTABLISHING YEAR-END ACCRUAL PERIOD

Honey Bernas, Director of Administrative Services, stated that the proposed policy establishing year-end accrual period is in conformance to a recommendation in RCA's Fiscal Year 2007 audit report. The proposed policy would change the accrual period from 60 to 90 days to be consistent with the Fee Collection and Remittance policy which provides a 90-day grace period for Permittees.

In response to Andy Melendrez' question on the reason for changing the accrual period from 60 to 90 day, Honey Bernas said that the change is to provide the permittees additional 30 days to submit their reports to the RCA.

M/S/C (HYATT/THOMASIAN) to:

- 1) Approve RCA Policy No. RCA-GA001; and***
- 2) Authorize staff to agendize this matter for February 4, 2008 meeting of the RCA Board of Directors.***

8. FISCAL YEAR 2007-08 FIRST QUARTER FINANCIAL REPORT

Honey Bernas presented the first quarter financial report for Fiscal Year 2007-08. She said that with the prior revenues collected, income received and expenditures, the cash balance as of September 30, 2007 was \$21 million. There was an adjustment of \$8.3 million from cash balance to land acquisition. The County has reported that the tipping fees will be significantly less.

Joe Richards explained that the tipping fees are restricted fees and are used for management and monitoring. The tipping fees are landfill fees and \$1.50 per ton is allocated to the MSHCP.

The Executive Committee received and filed the Fiscal Year 2007-08 First Quarter Financial Report and authorized staff to agendize this matter for the February 4, 2008 meeting of the RCA Board of Directors.

9. EXECUTIVE DIRECTOR'S REPORT

Joe Richards, Executive Director, proposed to change the March RCA Board of Directors meeting from March 3 to March 10 and to schedule the workshop in the morning of March 10, prior to the RCA Board meeting. Staff will check Board Members' availability.

10. FUTURE AGENDA ITEMS

There were no future agenda items requested by the Executive Committee.

11. ADJOURNMENT

With no other items to be discussed, Chairman Montanez adjourned the meeting at 12:40 p.m. The next Western Riverside County Regional Conservation Authority Executive Committee meeting is scheduled to be held at 1:00 p.m., on Wednesday, February 20, 2008, County Administrative Center, Fifth Floor Conference Room C, 4080 Lemon Street, Riverside, California.

Respectfully submitted,

A handwritten signature in blue ink that reads "Honey Bernas". The signature is written in a cursive, flowing style.

Honey Bernas
Clerk of the Board

AGENDA ITEM NO. 7

**FISCAL YEAR 2007-08
SECOND QUARTER
FINANCIAL REPORT
AND
BUDGET ADJUSTEMENT**

Regional Conservation Authority

**FISCAL YEAR 2007-08 SECOND QUARTER FINANCIAL REPORT
AND BUDGET ADJUSTMENT**

Staff Contact:

**Honey Bernas
Director of Adm. Services
(951) 955-2842**

Background:


Attached is the Fiscal Year 2007-08 Second Quarter Financial Report, which includes a cash balance summary, financial statement overview, detailed financial statements, and MSHCP Fee Collections.

A budget adjustment is necessary in Department ID 935201 (Land Acquisitions) to cover a shortfall in Appropriation 1 (salary and benefits) due to staff spending more time on acquisitions than was anticipated in the budget. It is anticipated that future interest revenue will be higher than budgeted, which will cover the increased salary expenditures.

Staff Recommendation:

That the RCA Executive Committee:

- 1) Receive and file the Fiscal Year 2007-08 Second Quarter Financial Report;
- 2) Approve the Budget Adjustment contained in the Financial Information Box below; and
- 3) Direct staff to agendize this matter for the March 31, 2008 Special Meeting of the RCA Board of Directors.

FINANCIAL INFORMATION	
In Fiscal Year 2008 Budget: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Cost: \$ 150,000 Annual Cost: \$ N/A
Source of Funds:	Budget Adjustment:
Interest Income	Increase Revenue: 51630-935201-740020 \$150,000.00 Increase Appropriations: 51630-935201-510040 \$100,000.00 Increase Appropriations: 51630-935201-518100 \$ 50,000.00
Approved by: 	Date: March 12, 2008

Attachments:

1. Cash Balance Summary and Financial Statement Overviews
2. Detailed Financial Statements
3. MSHCP Fee Collections

AGENDA ITEM NO. 7

Attachment 1 Cash Balance Summary And Financial Statement Overviews

FISCAL YEAR 2007-08 SECOND QUARTER FINANCIAL STATEMENT
JULY 1 – DECEMBER 31, 2007

CASH BALANCE SUMMARY Rounded to the Nearest Hundred Thousand	
Balance as of 07-01-07	\$ 32,100,000
Prior Year A/R Collected	\$ 2,600,000
Income 07-01-07 through 12-31-07	<u>\$ 5,700,000</u>
Cash Available	\$ 40,400,000
Expenditures 07-01-07 through 12-31-07	<u>\$ (18,600,000)</u>
Balance as of 12-31-07	<u>\$ 21,800,000</u>

**FISCAL YEAR 2007-08 SECOND QUARTER FINANCIAL STATEMENT
 JULY 1 – DECEMBER 31, 2007
 BUDGET TO ACTUAL AND FISCAL YEAR-END PROJECTIONS
 OPERATIONS (DEPARTMENT 935100)**

	<u>Budget</u>	<u>Actuals and Accruals</u>	<u>Projected</u>
<u>Revenue:</u>	\$ 1,002,713	\$ 415,664	\$ 668,139
<u>Appropriations:</u>			
Salaries & Benefits	424,657	184,029	351,327
Contracts	367,410	136,436	157,686
Other Supplies & Services	587,293	127,814	456,562
Equipment/Depreciation	165,845	7,842	165,845
Cost Applied	<u>(542,493)</u>	<u>(205,576)</u>	<u>(426,370)</u>
Total Appropriations	\$ 1,002,713	\$ 250,545	\$ 705,050
Net Operating Position (NOP)	\$ 0	\$ 165,119	\$ (36,911)
Add Back Depreciation (Non Cash)	43,045	7,842	43,045
Adjusted NOP	<u>\$ 43,045</u>	<u>\$ 172,961</u>	<u>\$ 6,134</u>

**FISCAL YEAR 2007-08 SECOND QUARTER FINANCIAL STATEMENT
 JULY 1 – DECEMBER 31, 2007
 BUDGET TO ACTUAL AND YEAR-END PROJECTIONS
 LAND ACQUISITION (DEPARTMENT 935201)**

	<u>Budget</u>	<u>Actuals and Accruals</u>	<u>Projected</u>
Revenue:	\$ 42,730,466	\$ 18,360,469	\$ 43,036,527
Appropriations:			
Salaries & Benefits	1,347,219	699,108	1,399,463
Contracts	3,518,695	633,622	3,632,195
Other Supplies & Services	2,106,813	394,017	2,149,531
Equipment/Depreciation	33,868	18,051	33,868
Capital Assets	<u>44,112,149</u>	<u>27,023,116</u>	<u>47,372,301</u>
Total Appropriations	\$ 51,118,744	\$ 28,767,914	\$ 54,587,358
Net Operating Position (NOP)	\$ (8,388,278)	\$(10,407,445)	\$(11,550,831)
Add Back Depreciation (Non Cash)	33,868	18,051	33,868
Adjustment From Cash Balance	\$ 8,354,410	\$ 10,389,394	\$ 11,516,963
Adjusted NOP	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

**FISCAL YEAR 2007-08 SECOND QUARTER FINANCIAL STATEMENT
 JULY 1 – DECEMBER 31, 2007
 BUDGET TO ACTUAL AND FISCAL YEAR-END PROJECTIONS
 MANAGEMENT AND MONITORING (DEPARTMENT 935300)**

	<u>Budget</u>	<u>Actuals and Accruals</u>	<u>Projected</u>
Revenue:	\$2,683,694	\$ 1,220,282	\$ 2,327,615
Appropriations:			
Salaries & Benefits	193,228	12,969	25,938
Contracts	2,281,249	611,835	2,131,911
Other Supplies & Services	202,217	53,039	162,766
Equipment/Depreciation	7,000	0	7,000
Total Appropriations	<u>\$ 2,683,694</u>	<u>\$ 677,843</u>	<u>\$ 2,327,615</u>
Net Operating Position (NOP)	\$ 0	\$ 542,439	\$ 0
Add Back Depreciation (Non Cash)	<u>1,000</u>	<u>0</u>	<u>1,000</u>
Adjusted NOP	<u>\$ 1,000</u>	<u>\$ 542,439</u>	<u>\$ 1,000</u>

AGENDA ITEM NO. 7

Attachment 2 Detailed Financial Statements

REGIONAL CONSERVATION AUTHORITY (RCA)

Fund 51630, DeptID 935100 (Operations)

BUDGET TO ACTUAL ANALYSIS FOR FY 07-08, PERIOD ENDING 12/31/07

Source: RVGLA58D (Revenues), and RVGLA56D(Expenditures), Final dated 1/5/08.

Last Revision Date: February 20, 2008

By: Gary M. Poor, CPA, Administrative Manager

C:\Files\FY07_2008\Website\temp\AGENDA ITEM 7 ATT2 DETAIL SECOND QUARTER FIN STMTS 12-31-07.xls\935100 NOP

Revenue Budget to Actual and Projections - Fiscal Year 2008

Note: This combines DeptID's 935100 and 935200

DeptID	Account	Description	Budget Amount	Actual Revenue through 12/31/07	December Accruals	NOTES	Total Actuals and Accruals thru 12/31/07	Projection thru 6/30/08	Projection Over/(Under) Budget at 6/30/08
Dept. 935100 Revenue:									
935200	711040	Measure A-Local Streets & Roads	0	0	0	F14	0	0	0
935200	722002	Participating Special Entities	3,000	0	0		0	3,000	0
935200	740020	Interest	16,575	331,033	(321,102)	F9	9,931	39,724	23,149
935200	771410	Flood Control Covered Projects	250,000	0	80,000	F22	80,000	80,000	(170,000)
935200	777170	Development Fees-MSHCP	519,162	131,861	63,489	F2	195,350	304,989	(214,173)
935200	777600	TUMF-Developer Fees	29,107	0	37,297	F5	37,297	37,297	8,190
935200	777860	Joint Project Review Deposits	120,771	50,543	0	F13	50,543	101,086	(19,685)
935200	781360	Other Misc Revenue	0	43	0		43	43	43
935200	781520	Contrib From Other Funds-TIPPING	64,098	0	42,500	F20	42,500	102,000	37,902
Dept. 935100 Total Revenue			1,002,713	513,480	(97,815)		415,664	668,139	(334,574)

Expenditures Budget to Actual and Projections - Fiscal Year 2008

DeptID	Account	Description	Budget Amount	Sum Expended Amount through 12/31/07	December Accruals	NOTES	Total Actuals and Accruals through 12/31/07	Projection through 6/30/08	Projection (Over)/Under Budget at 6/30/08
Dept. 935100 Appropriations:									
Appropriation 1 (Salaries and Benefits):									
935200	510040	Regular Salaries	275,208	152,652	(26,507)	F7	126,145	232,343	42,865
935200	510200	Payoff-Permanent	0	22,763	(19,072)		3,691	3,691	(3,691)
935200	510420	Overtime	0	0	0		0	0	0
935200	510440	Administrative Leave	0	2,355	0		2,355	2,355	(2,355)
935200	510460	Leave Buy-Out Parity	43,515	0	0		0	15,000	28,515
935200	510320	Temporary Salaries-TAP	0	0	0		0	0	0
935200	518100	Budgeted Benefits	0	0	0		0	1,000	(1,000)
935200	518100	Budgeted Benefits	105,934	61,713	(9,875)	F8	51,837	96,937	8,997
Appropriation 1 Total			424,657	239,483	(55,454)		184,029	351,327	73,330
Appropriation 2 (Supplies and Services):									
935200	520200	Communications	7,937	4,098	681	F12	4,779	9,559	(1,622)
935200	520230	Cellular Phone	1,846	57	0		57	57	1,789
935200	520260	Computer Lines	9,346	3,062	640	F12	3,702	7,404	1,942
935200	520270	County Delivery Service	125	0	0		0	125	0
935200	520940	Insurance-Other	0	0	0		0	0	0
935200	521500	Maint-Motor Vehicles	0	0	0		0	0	0
935200	521540	Maint-Office Equipment	4,764	1,859	0		1,859	4,764	0
935200	521640	Maint-Software	10,229	0	0		0	10,229	0
935200	523100	Memberships	0	143	0		143	143	(143)
935200	523230	Miscellaneous Expense	19,308	222	0		222	9,308	10,000
935200	523620	Books/Publications	527	0	0		0	527	0
935200	523640	Computer Equip-Non Fixed Asset	5,000	0	0		0	5,000	0
935200	523660	Computer Supplies	0	51	0		51	51	(51)
935200	523680	Office Equip Non Fixed Assets	4,500	0	0		0	4,500	0
935200	523700	Office Supplies	9,237	4,109	0		4,109	8,219	1,018
935200	523720	Photocopying	1,750	0	0		0	1,750	0
935200	523760	Postage-Mailing	5,174	1,988	0		1,988	3,976	1,198
935200	523800	Printing/Binding	6,327	0	0		0	4,327	2,000
935200	523840	Computer Equipment-Software	1,000	49	0		49	1,000	0
935200	524560	Auditing And Accounting	42,000	0	30,900	F11, 19	30,900	15,270	26,730
935200	524900	GIS Services	0	52	0		52	12,000	(12,000)
935200	525020	Legal Services	250,000	41,344	0		41,344	226,000	24,000
935200	525140	Personnel Services (HR)	11,836	0	5,918	F21	5,918	11,836	0
935200	525300	OASIS Processing-Financials	6,951	5,372	346	F10	5,719	11,437	(4,486)
935200	525310	OASIS Processing-HRMS	2,894	0	0	F10	0	0	2,894
935200	525440	Professional Services	5,400	0	0		0	5,400	0
935200	526410	Legally Required Notices	0	0	0		0	0	0
935200	526420	Advertising	35	0	0		0	35	0
935200	526700	Rent-Lease Bldgs	50,000	10,061	(1,437)	F17	8,624	48,721	1,279
935200	527780	Special Program Exp (Svs Agree)	0	0	0		0	0	0
935200	527840	Training-Education/Tuition	2,736	5,724	0		5,724	5,724	(2,988)
935200	527880	Training-Other	3,960	0	0		0	3,960	0
935200	527980	Contracts (SEE ATTACHMENT "A")	367,410	136,436	0	F11	136,436	157,686	209,724
935200	528080	Labor	5,592	0	2,796	F21	2,796	5,592	0
935200	528120	Board/Commission Expense	13,571	5,226	0		5,226	10,452	3,119
935200	528140	Conference/Registration Fees	34,850	0	0		0	0	34,850
935200	528900	Air Transportation	25,475	0	0		0	10,238	15,238
935200	528960	Lodging	17,115	1,192	0		1,192	7,558	9,558
935200	528980	Meals	10,615	337	0		337	2,808	7,808
935200	529000	Miscellaneous Travel Expense	9,020	0	0		0	4,510	4,510
935200	529040	Private Mileage Reimbursement	8,173	3,024	0		3,024	4,087	4,087
Appropriation 2 Total			954,703	224,406	39,844		264,250	614,248	340,455
Appropriation 3 (Depreciation):									
935200	535560	Depreciation-Equipment	43,045	0	7,842	F6	7,842	43,045	0
Appropriation 3 Total			43,045	0	7,842		7,842	43,045	0

Appropriation 4 (Capital Assets):									
935200	540040	Land	0	0	0	0	0	0	0
935200	546080	Equipment-Computer	92,500	0	0	0	0	92,500	0
935200	546140	Equipment-Office	0	0	0	0	0	0	0
935200	546160	Equipment-Other	30,300	0	0	0	0	30,300	0
935200	546320	Vehicles-Cars/Light Trucks	0	0	0	0	0	0	0
935200	546360	Vehicles-Heavy Equipment	0	0	0	0	0	0	0
Appropriation 4 Total			122,800	0	0	0	0	122,800	0
Appropriation 7 (Intrafund Transfers):									
935200	573400	Intrafund Reimb Sal,Ben, Ovh	(542,493)	(25,666)	(179,910)	F3	(205,576)	(426,370)	(116,123)
Appropriation 7 Total			(542,493)	(25,666)	(179,910)		(205,576)	(426,370)	(116,123)
Dept 935100 Total Expenditures			1,002,713	438,223	(187,678)		250,545	705,050	297,662
Net Operating Position 935100			0	75,256	89,863		165,119	(36,911)	(36,912)
less Depreciation budget			(43,045)	Add back non-cash expense (Depreciation)				43,045	
Net Cash Budget			959,668	Less non-cash revenue (Donations)				0	
				Adjusted Net Operation Position (Cash)				6,134	

Notes:

- F1: MSHCP Fee projection based on actuals for City Fees through December and LMS (County) Fees through January, straightlined through 6/30/08.
F2: Accrue to 3% of total MSHCP Fees (Cities and County) through December 2007.
F3: Estimated Cost Applied accrual through 12/31 for Land Acq & Mgmt & Monitoring related indirect support costs and paid time off (19.23% of Productive Benefit Estimate).
F4: Cost Applied reduces salaries & benefits and indirect charges in Operations and charges Land Acquisition and Management & Monitoring directly.

Cost Applied for FYE 12/31/07 includes the following:

- (see F4a)
(1) Any salaries incorrectly posted to Operations and subsequently corrected.
(2) Productive Benefits (applied to Salaries at 61.57% less regular benefits at 38.49%.
(3) Indirect charges applied to Salaries and Productive Benefits at 20.93%.

Note F4a: Estimate of non-productive time (PTO) of 23.08%

Cost Applied through December 31:

		<u>FYE Projection</u>
Land Acquisitions (935201)	201,721	418,660
Mgmt & Monitoring (935300)	3,855	7,710
Total	205,576	426,370

- F5: TUMF accrued revenue based on the 12/31/07 report from WRCOG. The FYE projection is based on the 1/31/07 report from WRCOG. The projection also includes the following:
The 06-07 carryover that couldn't be paid by WRCOG because no agreement was in place. The total carryover is \$586,275.72. TUMF Fees are allocated 97% to 935201 and 3% to 935200 (Operations).
F6: Accrue 6 months of depreciation for the Gigabit and Copier as per depreciation schedule.
F7: Accrue 1.8 pay periods for Operational salaries through 12/31/07.
Includes payroll correction through November for deptID coding errors.
F8: Accrue 1.8 pay periods for Operational benefits through 12/31/07.
Includes payroll correction through November for deptID coding errors.
F9: Interest Revenue is based on actuals posted in October and December for the 1st quarter.
F9a: Interest revenue will vary depending on cash flow.
F9b: Interest deposited into Ops initially, but needs to be reallocated to another DeptID:
935200 interest % = 3%, 935201 interest % = 97%.
F10: County is charging OASIS (both financials and HRMS) to 525300. Also accrue HRMS charges for pay periods 25-01, and 80% of pp 02, based on an average of pay periods 23-24.
F11: Additional contract expense for the following:

Fish and Wildlife Service Coordinator	35,000
Robert's Consulting (Exec Recruiter)	3,000
Total	38,000

Note: \$30,900 paid to Adhern, Adcock & Devlin needs to be reclassified from contracts to Auditing and Accounting expense. (524560).

- F12: Accrue for December based on November actual.
F13: FYE projection for JPR fee revenue is based on the annual budget. Any refunds are debited against the revenue account. JPR related expenses are recorded in Approp 1 and Approp 2.
F14: There is no cash (or revenue) to support Measure A revenue since RCTC donates cash directly to escrow and then the property is donated to RCA.
F15: New Executive Director's 401K: 10% to Operations and 90% to Land Acquisition.
F16: Projected Payoffs for RCA retirements in 07-08:
Tom Mullen 22,763 Actual payoff 11/8/07
Joe Richards 14,150 Estimated retirement in May 08.
Total 36,913
Note: Payoffs are to be allocated as follows: 10% to Operations and 90% to Land Acquisitions.
F17: Rent paid to Facilities Management for space on the CAC 12th Floor. RCA paid has paid for rent through December. Also factored into the FYE projection is rent for the move for April thru June 30, 2008, and parking rental for 15 spaces (5 reserved spots).
F18: Management selling back hours (up to 160 maximum per calendar year) of annual leave to the County.
F19: Audit expenses have greatly increased due to RCA receiving federal grant money in excess of \$300,000, which automatically triggers a Single Audit. Single audits are much more in depth than a regular audit, and require the audit firm to spend much more time in analysis and review. The FYE projection includes 30% of the cost of the Single Audit for Operations. 70% of the Single Audit is charged to Land Acquisitions (935201). Also, 10% of the cost of the audits of the cities are charged to Operations and 90% is charged to Land Acquisitions.
F20: 3% + of TIPPING Fees from Landfills are allocated to Operations.
F21: Accrue 6 months of annual budget.

REGIONAL CONSERVATION AUTHORITY (RCA)

Fund 51630, DeptID 935201(Land Acquisition)

BUDGET TO ACTUAL ANALYSIS FOR FY07-08, PERIOD ENDING 12/31/07

Source: RVGLA58D (Revenues), and RVGLA56D(Expenditures), Final dated 1/5/08.

Last Revision Date: February 20, 2008

By: Gary M. Poor, CPA, Administrative Manager

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Revenue Budget to Actual and Projections - Fiscal Year 2008

DeptID	Account	Description	Budget Amount	Actual Revenue through 12/31/07	December Accruals	NOTES	Total Actuals and Accruals through 12/31/07	Projection through 6/30/08	Projection Over/(Under) Budget at 6/30/08
Dept. 935201 Revenue:									
935201	711040	Measure A Local Sts & Rds	20,000,000	0	9,092,596	F9	9,092,596	20,000,000	0
935201	722002	Participating Special Entities	0	0	0		0	0	0
935201	740020	Interest	535,925	0	321,102	F12	321,102	1,284,407	748,482
935201	766600	Grants-Land (Section 6)	2,563,050	0	1,151,250	F9	1,151,250	5,813,137	3,250,087
935201	777170	Development Fees-MSHCP	16,786,232	5,124,236	1,192,081	F5	6,316,317	12,326,630	(4,459,602)
935201	777600	TUMF Revenue-Developer Fees	456,110	0	1,205,949	F10	1,205,949	1,205,949	749,839
935201	781220	Donations-Land	2,389,149	0	256,000	F9	256,000	2,389,149	0
935201	781360	Other Misc Revenue	0	0	0		0	0	0
935201	781560	Contributions-Other Agencies	0	17,255	0	F15	17,255	17,255	17,255
Dept 935201 Total Revenue			42,730,466	5,141,491	13,218,978		18,360,469	43,036,527	306,061

Expenditures Budget to Actual and Projections - Fiscal Year 2007

DeptID	Account	Description	Budget Amount	Actual Expended Amount through 12/31/07	December Accruals	NOTES	Total Actuals and Accruals through 12/31/07	Projection through 6/30/08	Projection (Over)/Under Budget at 6/30/08
Dept. 935201 Expenditures:									
Appropriation 1 (Salaries and Benefits):									
935201	510040	Regular Salaries	832,219	324,883	95,134	F1	420,017	840,033	(7,814)
935201	510200	Payoff-Permanent	0	0	20,487	F6	20,487	33,222	(33,222)
935201	510320	Temporary Salaries	0	0	0		0	0	0
935201	518100	Budgeted Benefits	0	0	0		0	9,000	(9,000)
935201	518100	Budgeted Benefits	515,000	134,708	123,896	F2	258,604	517,208	(2,208)
Appropriation 1 Total			1,347,219	459,591	239,517		699,108	1,399,463	(52,245)
Appropriation 2 (Supplies and Services):									
935201	520200	Communications	0	70	0		70	70	(70)
935201	520230	Cellular Phone	0	100	0		100	100	(100)
935201	520940	Insurance-Other	100,000	28,128	0		28,128	50,000	50,000
935201	521540	Maint-Office Equipment	0	0	0		0	0	0
935201	523100	Memberships	0	143	0		143	143	(143)
935201	523230	Miscellaneous Expense	1,708	676	0		676	1,708	0
935201	523760	Postage-Mailing	0	147	0		147	147	(147)
935201	524520	Indirect Support Cost	282,474	17,601	139,435	F3	157,035	314,071	(31,597)
935201	525020	Legal Services	1,250,000	193,036	0		193,036	1,250,000	0
935201	525300	OASIS Financials	1,033	0	0		0	0	1,033
935201	525440	Professional Services	0	0	0		0	0	0
935201	524560	Auditing And Accounting	0	0	0	F4	0	55,630	(55,630)
935201	525500	Salary/Benefit Reimbursement	0	0	0		0	0	0
935201	526410	Legally Required Notices	223	0	0		0	223	0
935201	527780	Special Program Expense	450,000	0	0		0	450,000	0
935201	527840	Training-Education/Tuition	0	170	0		170	170	(170)
935201	527980	Contracts (See Attachment A)	3,518,695	391,945	241,676	F16	633,622	3,632,195	(113,500)
935201	528120	Board/Commission Exp	13,392	4,931	0		4,931	9,862	3,530
935201	528280	Imaging Supplies	0	60	0		60	60	(60)
935201	528900	Air Transportation	3,507	5,215	0		5,215	10,430	(6,923)
935201	528920	Carpool Expense	0	287	0		287	287	(287)
935201	528960	Lodging	0	0	0		0	0	0
935201	528980	Meals	219	1,193	0		1,193	1,193	(974)
935201	529000	Miscellaneous Travel Expense	57	215	0		215	215	(158)
935201	529040	Private Mileage Reimb	4,200	2,612	0		2,612	5,223	(1,023)
Appropriation 2 Total			5,625,508	646,528	381,111		1,027,639	5,781,725	(156,217)
Appropriation 3 (Depreciation):									
935201	535540	Depreciation-Building	19,048	0	9,524	F8	9,524	19,048	0
935201		Depreciation-Furniture	12,500	0	6,250	F8	6,250	12,500	0
935201	535542	Depreciation-Land Improv	2,320	0	2,277	F8	2,277	2,320	0
Appropriation 3 Total			33,868	0	18,051		18,051	33,868	0
Appropriation 4 (Capital Assets):									
935201	540040	Land	0	0	0		0	0	0
935201	540040	Land-RCA Cash Expenditures	19,159,950	3,955,309	12,557,896	F13	16,513,205	19,159,950	0
935201	540040	Land-Contrib(non-cash)RCTC	20,000,000	0	9,092,596	F9	9,092,596	20,000,000	0
935201	540040	Land-Donations (non-cash)	2,389,149	0	256,000	F9	256,000	2,389,149	0
935201	540040	Land-Grants (non-cash)	2,563,050	0	1,151,250	F9	1,151,250	5,813,137	(3,250,087)
935201	540060	Improvements-Land	0	10,065	0		10,065	10,065	(10,065)
935201	542020	Buildings	0	0	0		0	0	0
935201	542060	Improvements-Buildings	0	0	0		0	0	0
935201	546400	Capital Asset System	0	0	0		0	0	0
Appropriation 4 Total			44,112,149	3,965,374	23,057,742		27,023,116	47,372,301	(3,260,152)
Dept 935201 Total Expenditures			51,118,744	5,071,493	23,696,421		28,767,914	54,587,357	(3,468,614)
Net Operating Position 935201			(8,388,278)	69,998	(10,477,443)		(10,407,445)	(11,550,831)	(3,162,554)

less depreciation budget	(33,868)	Add back Depreciation (non-cash)	18,051	33,868
Net cash budget	51,084,876	Adjusted Net Operation Pos (Cash)	(10,389,394)	(11,516,963)
Draw from Cash Balance (for cash expenditures greater than cash revenue)			10,389,394	11,516,963
Adjusted Net Operating Position			0	0

F11

Notes:

F1: Accrue 1.8 pay periods for Land Acquisition related salaries through 12/31/07.

Includes payroll correction through November for deptID coding errors.

F2: Accrue 1.8 pay periods for Land Acquisition related benefits through 12/31/07. Includes portion of non-productive time initially posted in Operations.

Includes payroll correction through November for deptID coding errors.
 F3: Accrue for Land Acquisition related indirect support costs through 12/31/07.
 Includes payroll correction through November for deptID coding errors.
 F4: Audit expenses have greatly increased due to RCA receiving federal grant money in excess of \$300,000, which automatically triggers a Single Audit. Single audits are much more in depth than a regular audit, and require the audit firm to spend much more time in analysis and review. The FYE projection includes 30% of the cost of the Single Audit for Operations. 70% of the Single Audit is charged to Land Acquisitions (935201). Also, 10% of the cost of the audits of the cities are charged to Operations and 90% is charged to Land Acquisitions.
 F5: Accrue to 97% of total MSHCP Fees (Cities and County) through December 2007.
 F6: Accrue 90% of Executive Director payoff in October 2007.
 F7: MSHCP Fee projection based on actuals for City Fees through December and LMS (County) Fees through January, straightlined through 6/30/08.
 F8: Accrue 6 months of depreciation as per depreciation schedule. Depreciation is as follows: Buildings = 50 yrs (600 months), and Improvements = 25 yrs (300 months),
Also Depreciate:
 Cordova Fencing = 20 yrs (240 months) placed in service 10/4/06 (\$29,493.61).
 Cordova Generator = 25 yrs (300 months) placed in service 1/20/07 (\$18,999.16).
 Furniture & Tenant Improvements (New office) = 20 years, \$250,000.

F9a: Accrued Contrib, Granted & Donated Properties through 12/31/07 as follows:

RCTC (Contributed)	9,092,596	
Section 6 Grant (Grants)	1,151,250	See note F9e
Donations	256,000	See note F9f
Total to Accrue through 12/31/07:	10,499,846	

F9b: Projected Contributed, Granted & Donated Properties:

RCTC (Contributions)	2,351,750	Note F9d
Section 6 Grants	4,661,887	Note F9e
Donations	256,000	Note F9f
Total projected:	7,269,637	
Total Accrued through 11/30/07:	10,499,846	See F9a
Total KNOWN Projected FY 07-08	17,769,483	

F9c: Total Est Measure A donations for 07-08 **20,000,000**

F9d: RCTC properties contributed or to be contributed): Estimated Closing Date

Campion	210,525	9/14/2007
Deetz	961,605	8/29/2007
Roth (Oak Valley)	410,666	9/4/2007
Wilson Creek Conserv. Credits	285,600	Negotiations under way.
Damieta Ranch	500,800	9/14/2007
Lacina	456,500	Actual close = 2/6/08
Shiang, Chow, and Lee	7,009,000	9/28/2007
Bolton	565,950	Actual close =1/16/08
Mauger	161,700	Actual close =1/15/08
Rullo	882,000	Actual close =1/18/08
Total	11,444,346	
less contributions closed	(9,092,596)	ok thru 12/31/07
contributions to be closed	2,351,750	

Closed as of 12/31/07

Note F9e: (Projected Section 6 Grants): Estimated Closing Date

Dorfner	161,290	February 2008
Geller	650,000	10/18/2007
Williams	250,000	7/26/07
Wilson Creek/Mulder	835,000	March 2008
Lacina	373,500	Actual close = 2/6/08
Jaglowski	251,250	11/21/2007
Kobashi & Krickl	325,000	February 2008
Bolton	1,043,226	Actual close =1/16/08
Mauger	298,065	Actual close =1/15/08
Rullo	1,625,806	Actual close =1/18/08
Total	5,813,137	
less contributions closed	(1,151,250)	ok thru 12/31/07
contributions to be closed	4,661,887	

Closed as of 12/31/07

Note F9f: Donations: Estimated Closing Date

Betts	256,000	12/28/07
	0	
Total Projected Donations	256,000	

Closed as of 12/31/07

Note: Donations are recorded as revenues in the year of donation, but since cash is not actually paid by RCA no expenditures are posted to the General Ledger.

F10: TUMF accrued revenue based on the 12/31/07 report from WRCOG. The FYE projection is based on the 1/31/07 report from WRCOG. The projection also includes the following:
 The 06-07 carryover that couldn't be paid by WRCOG because no agreement was in place. The total carryover is \$586,275.72. TUMF Fees are allocated 97% to 935201 and 3% to 935100 (Operations).

F11: Current year actual and projected operating deficits are covered by Cash Balance.

Fund 51630 Cash balance at 7/1/07:	32,116,454	
06-07 A/R collected in 07-08	2,595,247	A/R + Interest Receivable
Less 07-08 NOP draw on Cash balance	(11,516,963)	Land Acquisition only
Estimated Gross Cash balance at 6/30/08:	23,194,739	
less estimated accrued revenue at 6/30/08	(500,000)	(city MSHCP)
Estimated Net Cash balance at 6/30/08:	22,694,739	

F12: Interest Revenue accrual based on actuals posted in October and December for 1st quarter.

F12a: Interest revenue will vary depending on cash flow.

F12b: Interest deposited into Ops initially, but needs to be reallocated to other DeptID's:

935200 interest % = 3%, 935201 interest %= 97%.

F13: Expenditures for Land Acquisitions have decreased due to the reclassification of cash payments for the purchase of the following in 07-08:

Thompson Ranch	7,000,000
Oak Valley	<u>5,557,896</u>
Total	<u><u>12,557,896</u></u>

These payments were reclassified from expenditures to decreases (debits) in Notes Payable, since these notes were booked in 06-07 fiscal year.

F14: New Executive Director's 401K: 10% to Operations and 90% to Land Acquisition.

F15: Contribution for Elsinore Lakeview Estates #2 in July 2007.

F16: See Contract detail report.

REGIONAL CONSERVATION AUTHORITY (RCA)

Fund 51631, DeptID 935300 (Management and Monitoring)

BUDGET TO ACTUAL ANALYSIS FOR FY06-07, PERIOD ENDING 12/31/07

Source: RVGLA58D (Revenues), and RVGLA56D(Expenditures), Final dated 1/5/08.

Last Revision Date: February 20, 2008

By: Gary M. Poor, CPA, Administrative Manager

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Revenue Budget to Actual and Projections - Fiscal Year 2008

DeptID	Account	Description	Budget Amount	Actual Revenue through 12/31/07	December Accruals	NOTES	Total Actuals and Accruals thru 12/31/07	Projection through 6/30/08	Projection Over/(Under) Budget at 6/30/08
Dept. 935300 Revenue:									
935300	722001	Local Non-Trans Facilities	50,000	0	0		0	0	(50,000)
935300	722002	Participating Special Entities	197,000	0	0		0	82,000	(115,000)
935300	722003	City/County Rdways Plan Cov	50,000	0	0		0	0	(50,000)
935300	740020	Interest-Invested Funds	0	4,053	1,244	F3	5,297	10,594	10,594
935300	741000	Rents	7,200	1,100	0	F5	1,100	7,200	0
935300	771410	Flood Control District	157,000	0	92,286	F10	92,286	92,286	(64,714)
935300	781360	Other Misc Revenue	0	78,000	0	F4	78,000	78,000	78,000
935300	781520	TIPPING FEES	2,072,494	0	1,043,599	F1	1,043,599	1,982,534	(89,960)
935300	781560	Contr. - Other Agencies	150,000	0	0	F11	0	75,000	(75,000)
Dept. 935200 Total Revenue			2,683,694	83,153	1,137,129		1,220,282	2,327,615	(356,079)

Expenditures Budget to Actual and Projections - Fiscal Year 2008

DeptID	Account	Description	Budget Amount	Actual Expended Amount through 12/31/07	December Accruals	NOTES	Total Actuals and Accruals thru 12/31/07	Projection through 6/30/08	Projection (Over)/Under Budget at 6/30/08
Dept. 935300 Expenditures:									
Appropriation 1 (Salaries and Benefits):									
935300	510040	Regular Salaries	121,178	8,012	14	F8	8,027	16,053	105,125
935300	510320	Temporary Salaries	0	0	0		0	0	0
935300	518100	Budgeted Benefits	72,050	4,609	333	F7	4,942	9,884	62,166
Appropriation 1 Total			193,228	12,621	348		12,969	25,938	167,290
Appropriation 2 (Supplies and Services):									
935300	520200	Communications	3,500	738	136	F6	874	1,748	1,752
935300	521360	Maint-Computer Equip	1,000	0	0		0	1,000	0
935300	523230	Miscellaneous Expense	360	0	0		0	360	0
935300	523620	Books/Publications	113	0	0		0	113	0
935300	523640	Comp Equip-Non Fixed Assets	0	0	0		0	0	0
935300	523680	Office Equip-Non Fixed Assets	0	0	0		0	0	0
935300	523700	Office Supplies	14,000	113	1,841	F12	1,954	7,588	6,412
935300	523840	Computer Equip-Software	0	579	0		579	579	(579)
935300	524520	Indirect Support Cost	39,955	471	5	F7	476	10,000	29,955
935300	525020	Legal Services	7,575	4,248	0		4,248	7,575	0
935300	525300	OASIS Financials	214	0	0		0	0	214
935300	525440	Professional Services	0	0	0		0	0	0
935300	526700	Rent-Lease Buildings	81,146	19,760	19,761	F2	39,521	79,041	2,105
935300	526910	Field Equip-Non Fix Assets	45,854	4,980	0		4,980	45,854	0
935300	527880	Training-Other	8,500	0	0		0	8,500	0
935300	527980	Contracts (See Attachment A)	2,281,249	481,055	130,781	F9	611,835	2,131,911	149,338
935300	528900	Air Transportation	0	344	0		344	344	(344)
935300	529040	Private Mileage Reimb.	0	64	0		64	64	(64)
Appropriation 2 Total			2,483,466	512,351	152,523		664,874	2,294,677	188,789
Appropriation 3 (Depreciation):									
935300	535561	Depreciation-Computer Equip.	1,000	0	0		0	1,000	0
Appropriation 3 Total			1,000	0	0		0	1,000	0
Appropriation 4 (Capital Assets):									
935300	546080	Equipment-Computer	6,000	0	0		0	6,000	0
Appropriation 4 Total			6,000	0	0		0	6,000	0
Dept 935300 Total Expenditures			2,683,694	524,972	152,871		677,843	2,327,615	356,079
Net Operating Position 935300			0	(441,819)	984,258		542,439	(0)	(0)

less Depreciation (1,000.00)
 Net Cash Budget **2,682,694**

Notes:

x	F1: Accrue TIPPING Fee revenue as follows:	
	Exec Office Estimate (2/20)	953,433 (first 2 quarters of FY 07-08 (Excluding In-County + 06-07 adjustment))
	less 06-07 adjustment	(52,332)
	Net OOC 1st & 2nd Qtrs	901,101
	average OOC per quarter	450,551
	OOC FYE projection	1,802,202
	06-07 Adjustment	52,332 Note 1a
	+In-County	380,000 Note 1b
	Total Gross Projection	2,234,534
	less downturn factor	(75,000)
	Total Net projection	2,159,534
	less Operations share	(102,000)
	97% to 935300	1,982,534
		3% = 64,786

- x Note 1a: Adjust to final actual for 06-07 as per Executive Office staff on 12/4/07. Adjustment will be paid along with mid year estimate. There was 34,888 actual tons more than the original estimate x \$1.50 per ton.
- x Note 1b: In-County is a flat \$400,000, however the EO' office is estimating a 5% reduction.

- x F2: Accrue for 2nd quarter rent: \$6,587 per month x 3 (October - December).
- x F3: Interest revenue is based on 1st & 2nd quarter actuals (paid in Oct, Dec, & Jan), straightlined to 6 months for accrual and 12 months for FYE projection. Interest is earned from subfund activity.
- x F4: From Transportation for Teledyne-reimbursement of fencing.
- x F5: Includes Lease Income for Radio Tower Lease at \$500 per month, starting in January 2007.
- x F6: Accrual based on December actual posted in February.
- x F7: Accrue Indirect and Non-productive time for salaries posted and accrued.
- x F8: Accrue salaries for 100% of pay period 01 and 80% of pay period 02.
- x F9: Accrue contracts paid for July-November paid in December and January.
- x F10: Flood Control projects estimate per Ivan Chand 1/16/08. These projects were actually from 2007 calendar year. prior year projects had been paid to RCA on a calendar year basis every January. After discussions with Flood Control management the policy has been changed and they will pay us on a fiscal year basis. The total amount to be received from Flood is \$172,286.32. \$80,000 of this is allocated to Ops 935100.
- x F11: Budgeted donations in 06-07 for Burrowing Owl and recorded as deferred revenue to be recognized as revenue in 07-08. Audit Firm required income recognition of \$75,000 in 06-07 since the money was for fines. RCA will receive the remaining \$75,000 in 07-08 and record it as revenue.
- x F12: Based on December actual posted in January.

ATTACHMENT A
CONTRACT DETAIL
REGIONAL CONSERVATION AUTHORITY (RCA)
CONTRACT EXPENSE DETAIL FOR FY 07-08 AS OF 12/31/07

Last Revision Date: February 15, 2008

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DeptID	Account	Description	Budget Amount	Actuals through 12/31/07	December Accruals	Actual Expended & Accrued through 12/31/07	Balance Remaining 12/31/07	Projection through 6/30/08	YE Actual (Over)/Under Budget at 6/30/08
OPERATIONS									
935200	527980	Ahern, Adcock & Devlin	-	30,900	(30,900)	0	0	0	0
935200	527980	Dudek & Assoc., Inc.	202,500	79,536	(52,624)	26,912	175,588	64,588	137,912
935200	527980	O'Reilly Public Relations	8,500	0	0	0	8,500	0	8,500
935200	527980	Fish & Wildlife Service (Coordinator)	0	0	0	0	0	35,000	(35,000)
935200	527980	Jacobs-SAMP	16,210	1,281	0	1,281	14,929	16,210	0
935200	527980	Jacobs-ACOE (Army Corp of Engineers)	133,000	0	0	0	133,000	33,000	100,000
935200	527980	Naty Kopenhaver	7,200	14,719	(11,775)	2,944	4,256	5,888	1,312
935200	527980	Robert's Consulting Group	0	10,000	0	10,000	(10,000)	3,000	(3,000)
Total Operations			367,410	136,436	(95,299)	41,136	326,274	157,686	209,724
LAND ACQUISITION									
935201	527980	U.C.R. (CCB)	50,000	0	0	0	50,000	50,000	0
935201	527980	Driscoll, David J.	12,500	0	0	0	12,500	12,500	0
935201	527980	D.B. Works, Inc. (Data Base)	0	8,250	0	8,250	(8,250)	8,250	(8,250)
935201	527980	Naty Kopenhaver	64,800	14,719	11,775	26,494	38,306	52,988	11,812
935201	527980	O'Reilly Public Relations	76,500	10,689	0	10,689	65,811	50,000	26,500
935201	527980	Facilities Management	700,000	4,400	0	4,400	695,600	589,636	110,364
935201	527980	Ferguson Group-David Kennett	75,000	38,197	26,751	64,948	10,052	100,000	(25,000)
935201	527980	Economics&Politics (J. Husing)	100,000	24,996	0	24,996	75,004	75,000	25,000
935201	527980	Dudek & Assoc., Inc.	397,500	68,194	133,650	201,844	195,656	484,426	(86,926)
935201	527980	Lobbying (To Be Determined)	250,000	0	0	0	250,000	122,500	127,500
935201	527980	Tom Mullen	0	37,500	0	37,500	(37,500)	127,500	(127,500)
935201	527980	Professional Services	250,000	0	0	0	250,000	250,000	0
935201	527980	Fish & Wildlife Service (Coordinator)	0	0	0	0	0	140,000	(140,000)
935201	527980	Public Outreach (To Be Determined)	500,000	0	0	0	500,000	500,000	0
935201	527980	NEXUS Study (Taussig)	100,000	0	0	0	100,000	100,000	0
935201	527980	Programmatic (RAND)	682,514	175,000	0	175,000	507,514	682,514	0
935201	527980	Parks & Open Space Dist-Land Mgmt	224,881	0	69,501	69,501	155,380	224,881	0
935201	527980	Patricia Lock-Dawson	25,000	0	0	0	25,000	25,000	0
935201	527980	Robert's Consulting Group	0	10,000	0	10,000	(10,000)	27,000	(27,000)
935201	527980	Roger D. Zortman	10,000	0	0	0	10,000	10,000	0
Total Land Acquisition			3,518,695	391,945	241,676	633,622	2,885,073	3,632,195	(113,500)
Management & Monitoring									
935300	527980	Parks & Open Space Dist-Land Mgmt	693,749	121,428	117,553	238,981	454,768	618,749	75,000
935300	527980	Dudek & Assoc., Inc.	100,000	22,225	13,228	35,453	64,547	100,000	0
935300	527980	Driscoll, David J.	12,500	5,288	0	5,288	7,213	12,500	0
935300	527980	USGS	10,000	5,342	0	5,342	4,658	10,000	0
935300	527980	SAWA	1,465,000	326,773	0	326,773	1,138,227	1,329,106	135,894
935300	527980	Fish & Wildlife Service (Coordinator)	0	0	0	0	0	60,894	(60,894)
935300	527980	Environmental Carreers Org.	0	0	0	0	0	0	0
Total Management & Monitoring			2,281,249	481,055	130,781	611,835	1,669,414	2,131,249	150,000
Total Contracts			6,167,354	1,009,436	277,158	1,286,593	4,880,761	5,921,130	246,224

AGENDA ITEM NO. 7

Attachment 3 MSHCP Fee Collections

REGIONAL CONSERVATION AUTHORITY
MITIGATION FEE COLLECTIONS BY MEMBER AGENCY
FISCAL YEAR 2007-08

BASED ON ACCRUAL BASIS METHODOLOGY (Accounts for reported month, not month fees collected, which is the cash basis)

	JULY 2007	AUGUST 2008	SEPTEMBER 2009	OCTOBER 2007	NOVEMBER 2007	DECEMBER 2007	JANUARY 2008	FEBRUARY 2008	MARCH 2008	APRIL 2008	MAY 2008	JUNE 2008	FY 07-08 YTD TOTALS	PERCENT OF TOTAL
CITY OF BANNING	\$1,860.00	\$0.00	\$1,860.00	\$0.00	\$1,801.00	\$0.00							\$5,521.00	0.08%
CITY OF BEAUMONT	\$215,904.96	\$47,378.00	\$35,340.00	\$79,374.00	\$79,374.00	\$262,959.31							\$720,330.27	11.01%
CITY OF CALIMESA	\$0.00	\$1,860.00	\$0.00	\$0.00	\$1,860.00	\$0.00							\$3,720.00	0.06%
CITY OF CANYON LAKE	\$9,300.00	\$3,720.00	\$9,300.00	\$3,720.00	\$3,720.00	\$0.00							\$29,760.00	0.45%
CITY OF CORONA	\$18,600.00	\$1,860.00	\$6,102.00	\$59,767.05	\$0.00	\$25,779.73							\$112,108.78	1.71%
CITY OF HEMET	\$72,068.00	\$91,140.00	\$57,243.00	\$17,439.16	\$54,580.27	\$1,860.00							\$294,330.43	4.50%
CITY OF LAKE ELSINORE	\$47,651.27	\$37,399.90	\$48,228.38	\$41,510.18	\$14,880.00	\$46,500.00							\$236,169.73	3.61%
CITY OF MORENO VALLEY	\$7,440.00	\$45,362.61	\$36,661.09	\$0.00	\$31,277.38	\$13,229.00							\$133,970.08	2.05%
CITY OF MURRIETA	\$5,826.36	\$16,932.54	\$0.00	\$32,025.96	\$8,469.75	\$18,473.17							\$81,727.78	1.25%
CITY OF NORCO	\$0.00	\$1,651.00	\$3,302.00	\$0.00	\$6,004.00	\$1,651.00							\$12,608.00	0.19%
CITY OF PERRIS	\$107,997.00	\$48,360.00	\$75,568.47	\$57,312.56	\$26,432.04	\$49,685.52							\$365,355.59	5.58%
CITY OF RIVERSIDE	\$76,871.60	\$87,479.97	\$68,446.79	\$45,319.43	\$107,183.90	\$500,057.25							\$885,358.94	13.53%
CITY OF SAN JACINTO	\$135,286.09	\$18,125.80	\$11,779.38	\$23,143.85	\$77,642.58	\$8,896.59							\$274,874.29	4.20%
CITY OF TEMECULA	\$0.00	\$7,820.00	\$17,188.95	\$70,212.67	\$0.00	\$19,442.31							\$114,663.93	1.75%
COUNTY OF RIVERSIDE (LMS)	\$842,095.00	\$520,934.00	\$430,419.00	\$613,446.00	\$471,752.00	\$392,700.00							\$3,271,346.00	50.01%
FLOOD CONTROL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							\$0.00	0.00%
MISC PARTICIPATING SPECIAL ENTITIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00							\$0.00	0.00%
TOTALS	\$1,540,900.28	\$930,023.82	\$801,439.06	\$1,043,270.86	\$884,976.92	\$1,341,233.88	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,541,844.82	100.00%

AGENDA ITEM NO. 8

**AGREEMENT NO. 08002
BETWEEN THE WRCRCA
AND THE
U.S. DEPARTMENT OF
FISH AND WILDLIFE SERVICE**

*Regional Conservation Authority***AGREEMENT NO. 08002 BETWEEN THE WESTERN RIVERSIDE COUNTY
REGIONAL CONSERVATION AUTHORITY AND U.S. DEPARTMENT
OF THE INTERIOR FISH AND WILDLIFE SERVICE FOR PARTIAL
ANNUAL FUNDING OF AN INTERIM MONITORING PROGRAM
ADMINISTRATOR/MONITORING PROGRAM COORDINATOR****Staff Contact:****Ken Graff, Director of Land
Acquisition and Property Mgt.
951-955-8805****Background:**

The Monitoring Program, required of the Regional Conservation Authority by the Multiple Species Habitat Conservation Plan, performs an eight year cyclical survey of all covered species listed in the Plan. The MSHCP specifies that the California Department of Fish and Game will be the Monitoring Program Administrator for the first eight years of implementation. The U. S. Fish and Wildlife Service has provided and funded one person from their Carlsbad office in order to assist the Monitoring Program Administrator.

The California Department of Fish and Game has not yet found a replacement for the Monitoring Program Administrator position which was recently vacated. In the interim, the USFWS employee who acted as the Biological Monitoring Coordinator has assumed the duties of the Monitoring Program Administrator. The USFWS recently advised that they are no longer able to fund the Biological Monitoring Coordinator position without reimbursement. The CDFG position is funded with Federal Grant monies, and the grant funding cannot be used to reimburse USFWS for this position.

In order to maintain continuity in the Monitoring Program, RCA staff desires to retain the USFWS employee. The incumbent will act as the Interim Monitoring Program Administrator until such time as the CDFG fills the position. When the Department fills the Monitoring Program Administrator position, the incumbent will resume the duties of the Monitoring Program Coordinator.

Staff has negotiated with the Service, and they have agreed to continue to provide 50% of the funding for the position. If approved, this position will be funded with savings from the SAWA for the remainder of this fiscal year.

Staff Recommendation(s):

That the Executive Committee:

- 1) Approve Agreement No. 08002 between the RCA and USFWS to provide partial annual funding for an Interim Monitoring Program Administrator/Monitoring Program Coordinator; and
- 2) Authorize staff to agendize this matter for the March 31, 2008 Special Meeting of the RCA Board of Directors.

FINANCIAL INFORMATION	
In Fiscal Year 2007-08 Budget: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Current Year Cost: \$ 60,894 Annual Cost: \$ 83,328
Source of Funds: Tipping Fees	Budget Adjustment: No From To
Approved by: <i>Honey Bernas</i>	Date: March 10, 2008

Attachment:

Agreement No. 08002 between the RCA and USFWS for partial funding of an Interim Monitoring Program Administrator or Biological Monitoring Program Coordinator

AGENDA ITEM NO. 8

**Attachment 1
Agreement No. 08002 between
the RCA and USFWS
for Partial Annual Funding of
an Interim Monitoring Program
Administrator/Monitoring
Program Coordinator**

AGREEMENT BETWEEN Western Riverside County Regional Conservation Authority AND U.S. DEPARTMENT OF THE INTERIOR FISH AND WILDLIFE SERVICE		1. WRCRCA Agreement #:	08002
		2. U.S.F.W.S. Agreement #:	
		3. Total Agreement Amount:	\$ 60,894.00
		4. Effective Date:	Upon signature
5a. <small>[ADDRESS, OFFICE]</small> Western Riverside County Regional Conservation Authority (WRCRCA) 4080 Lemon Street, 12 th Floor Riverside, CA 92501 (951) 955-9700 fax (951) 955-8873		6a. FISH & WILDLIFE SERVICE DATA <small>[ADDRESS, OFFICE]</small> U.S. Fish and Wildlife Service Carlsbad Fish and Wildlife Office 6010 Hidden Valley Road Carlsbad, CA 92009 760-431-9440 fax 760-431-5902	
5b. Select One: <input checked="" type="checkbox"/> Buyer <input type="checkbox"/> Seller		6b. Select One: <input type="checkbox"/> Buyer <input checked="" type="checkbox"/> Seller	
5c. DUNS#:	808554336	6c. DUNS#:	949149801
7. PROJECT TITLE: Western Riverside MSHCP Monitoring Program Coordinator/Interim Monitoring Program Administrator			
8. SCOPE OF WORK <small>[DETAIL THE BACKGROUND, PURPOSE, SPECIFIC OBLIGATIONS OF EACH PARTY - USE ADDITIONAL PAGE(S) IF NECESSARY]</small> WRCRCA will provide annual funding for the Western Riverside County Multiple Species Habitat Conservation Plan (MSHCP) Interim Monitoring Program Administrator or Monitoring Program Coordinator position. The incumbent serves as the interim Western Riverside County MSHCP Biological Monitoring Program Administrator or the Biological Monitoring Program Coordinator. The MSHCP is a nationally significant, highly complex, regional habitat conservation plan for highly urbanized and quickly developing western Riverside County in southern California. The purpose of the Biological Monitoring Program is to collect data on the 146 covered species and associated vegetation communities for the purpose of assessing the MSHCP's effectiveness at meeting its conservation objectives and to provide information to the Adaptive Management Program. The Monitoring Program Administrator and Coordinator are responsible for the implementation of the MSCHP Biological Monitoring Program. The MSHCP specifies that the California Department of Fish and Game (Department) will be the Monitoring Program Administrator. The Department currently is unable to provide a staff person to fill that role. The incumbent will act as the interim Monitoring Program Administrator, inside the scope of this contract, until such time as the Department fills the position. When the Department fills the Monitoring Program Administrator Position, the incumbent will resume the duties of the Monitoring Program Coordinator. Monitoring Program Administrator duties include: <ul style="list-style-type: none"> • Management of 1.5 million dollar Monitoring Program Budget • Hiring and Management of Monitoring Program Staff • Management of Contracts for Services and Training • Production of the Annual Work Plan • Production of the Annual Report • Coordination with the Wildlife Agencies and Regional Conservation Authority Monitoring Program Coordinator duties include: <ul style="list-style-type: none"> • Supervision of Monitoring Program Staff • Direction of Monitoring Program Field Effort • Coordination with Reserve Managers • Supervision of Staff Training • Production of Survey Reports • Coordination with the Wildlife Agencies and Regional Conservation Authority The incumbent is an employee of the Service and specifically not an employee of the WRCRCA and shall at all times be under the Service's exclusive direction and control. The WRCRCA is not responsible for any benefits or any other compensation not specifically set forth in this agreement. The incumbent is a Federal Government employee and the U.S. Government is self-insured in the area of liability of Government employees. Either party may terminate this agreement with 30 days written notice.			
9. SPECIAL PROVISIONS: (1) THIS AGREEMENT MAY BE MODIFIED BY MUTUAL CONSENT OF BOTH PARTIES. (2) IT MAY BE TERMINATED BY 30-DAY PRIOR WRITTEN NOTICE BY EITHER PARTY. ALLOWABLE COSTS INCURRED THROUGH DATE OF TERMINATION SHALL BE REIMBURSED UNDER THIS AGREEMENT. Should disagreement arise on the interpretation of the provisions of this agreement or amendments and/or revisions thereto, that cannot be resolved at the operational level, the area(s) of disagreement shall be stated in writing by each party and presented to the other party for consideration. If agreement on interpretation is not reached within thirty (30) days, the parties shall forward the written presentation of the disagreement to respective higher officials for appropriate resolution.			

10. Project Officer <small>[NAME, OFFICE, ADDRESS, PHONE, FAX, E-MAIL]</small> Joe Richards Western Riverside County Regional Conservation Authority 4080 Lemon Street, 12th Floor P.O. Box 1667 Riverside, CA 92501-1605 (951) 955-9700 fax (951) 955-8873	11. FWS PROJECT OFFICER <small>[NAME, OFFICE, ADDRESS, PHONE, FAX, E-MAIL]</small> Jim Bartel U.S. Fish and Wildlife Service Carlsbad Fish and Wildlife Office 6010 Hidden Valley Road Carlsbad, CA 92009 760-431-9440 fax 760-431-5902	
12. PERIOD OF PERFORMANCE: This Agreement shall become effective upon signature by the Parties and remain in effect until September 30, 2008, unless terminated earlier.		
13. ESTIMATED PRICE/COSTS: SEE BLOCK 3 Funds in the amount of \$ 60,894.00 are available to complete the work as identified in the Scope of Work (see Block 8) and for the period specified in Blocks 4 and 12 above. WRCRCA will provide an advance payment of \$ 41,664.00 payable to the FWS. WRCRCA will make one additional payment of \$19,230 to the FWS when remaining funds drop below \$10,000.00. Expenditures in excess of this amount will not be reimbursed without a fully signed modification to this agreement.		
14a. METHOD OF PAYMENT AND BILLING INSTRUCTIONS: A. Upon signature of this agreement, WRCRCA shall provide the FWS advance payment of \$ 41,664.00 B. FWS (CFWO) will invoice WRCRCA whenever the amount left in the Agreement account drops below \$10,000 C. Payment will be made directly to the FWS, and will note the project number of this Agreement. Payments will be directed to: U.S. Fish and Wildlife Service Division of Budget and Finance Attn: Darla Smith 911 NE 11 th Ave. Portland, OR 97232-4181 503-231-2242 D. Upon completion or termination of this Agreement, the Service shall refund any remaining funds in excess of prorated expenditures.		
14b. BILLING SCHEDULE: <small>[SELECT ONE]</small> <input type="checkbox"/> MONTHLY, <input type="checkbox"/> QUARTERLY, <input type="checkbox"/> SEMI-ANNUALLY, <input checked="" type="checkbox"/> OTHER <small>[SPECIFY]</small> Advance payments per No. 14a. above.		
14c <small>[NAME, OFFICE, ADDRESS, PHONE, FAX, E-MAIL]</small> Honey Bernas Director of Administrative Services Western Riverside County Regional Conservation Authority 4080 Lemon Street, 12th Floor P.O. Box 1667 Riverside, CA 92502-1605 Phone: (951) 955-2842 Fax: (951) 955-8873 E-mail: hbernas@rctlma.org	14d. FWS BILLING CONTACT <small>[IF DIFFERENT THAN BOX 19A, PROVIDE: NAME, OFFICE, ADDRESS, PHONE, FAX, E-MAIL]</small> Sue Fahey U.S. Fish and Wildlife Service Carlsbad Fish and Wildlife Office Carlsbad, CA 92009 760-431-9440 fax 760-431-5901	
15. AUTHORITY: <small>[CITE APPLICABLE AUTHORITY TO ENTER INTO THIS AGREEMENT; I.E. ECONOMY ACT OF 1932 (31 USC 1535)]</small> Intergovernmental Cooperation Act of 1968; Fish and Wildlife Act of 1956; Endangered Species Act of 1973, as amended		
16a. <small>[NAME, TITLE, ADDRESS, PHONE, FAX, E-MAIL]</small> Eugene Montanez, Chairman Western Riverside County Regional Conservation Authority Board of Directors	16b. AUTHORIZING OFFICIAL SIGNATURE ATTEST: _____ Honey Bernas, Clerk of the Board	16c. DATE
16d. AUTHORIZING OFFICIAL FOR FWS <small>[NAME, TITLE, ADDRESS, PHONE, FAX, E-MAIL]</small> Paul Henson Assistant Regional Director, Ecological Services U.S. Fish and Wildlife Service, Region 8 2800 Cottage Way, Suite W2606 Sacramento, CA 95825-1846	16e. AUTHORIZING OFFICIAL SIGNATURE	16f. DATE