

# Memorandum

To : The Conservancy  
The Advisory Committee

Date: June 27, 2016

From :  Joseph T. Edmiston, FAICP, Hon. ASLA, Executive Director

Subject: **Agenda Item 11: Consideration of resolution approving the Mountains Recreation and Conservation Authority Final Budget, Fiscal Year 2016-2017.**

Staff Recommendation: That the Conservancy adopt the attached resolution approving the Mountains Recreation and Conservation Authority Final Budget, Fiscal Year 2016-2017.

Legislative Authority: Section 6500 *et. seq.* of the Government Code, and MRCA Joint Exercise of Powers Agreement, Section 11.3:

“ . . .The Authority shall prepare an annual budget, in a form approved by the Conservancy and the Districts, which budget shall be submitted to the Conservancy and the Districts for approval, in the time and manner as specified by the Conservancy and the Districts . . .”

Background: In accordance with section 11.3 of the MRCA Joint Exercise of Powers Agreement, The Mountains Recreation and Conservation Authority (MRCA) final budget is submitted to the Conservancy for approval.

The governing boards of the MRCA , Conejo Recreation and Park District (CRPD) and the Rancho Simi Recreation and Park District (RSRPD) approved a preliminary version of this budget at their meetings on June 1, 2016, June 2, 2016 and June 16, 2016 respectively. The MRCA Finance staff were able to finalize the 2016-2017 budget for approval on this June 27, 2016 meeting.

The final budget is described herein and further detailed in four attachments: (1) Official Budget by Account Class Category - this is the Official budget of the MRCA , (2) Final Management Revenue Budget, (3) Final Management Expense Budget, and (4) Final Management Budget by Task.

The FY 2016-2017 final budget was prepared using information available in grant and contract files, prior year revenue receipts and expenditures, and information regarding future projects funding.

***Task (Project) Accounting:***

The MRCA budgets each task (project) separately, and the total budget figures are a compilation of those project budgets. The Final Management Budget by Task details the amount of expenses expected to be incurred in FY 2016-2017 by task. See the Final Management Budget by Task report for more information.

Projects are identified in the Logos.NET system as reimbursable or advanced funds, which aids in the MRCA's accounts receivable process. All reimbursable grants are invoiced by the MRCA on a periodic basis, or as allowed for in the grant agreements.

It is the practice of the MRCA to include budgets for anticipated projects, sometimes where funding is not yet finalized. Anticipated projects for FY 2016-17 are identified as "TBD" in the Final Management Budget by Task. If funding is not secured these projects may not be pursued.