

# Memorandum

To : The Conservancy  
The Advisory Committee

Date: August 26, 2019

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

Subject: **Agenda Item 15: Consideration of resolution approving Mountains Recreation and Conservation Authority Final Budget for the Fiscal Year 2019-2020.**

Staff Recommendation: That the Conservancy adopt the attached resolution approving the Mountains Recreation and Conservation Authority Proposed Final Budget, Fiscal Year 2019-2020.

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 Conejo Recreation and Park District (CRPD), Rancho Simi Recreation and Park District (RSRPD) approved a preliminary version of this budget at their meetings on June 20, 2019. The governing boards of the Santa Monica Mountains Conservancy (SMMC), and The Authority had also approved the same preliminary budget on their June 24, 2019, and July 03, 2019 meetings respectively.

This proposed final budget is planned to be presented to the governing boards of The Authority, CRPD, and RSRPD for approvals at their September 2019 meetings.

The proposed 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 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 2019-2020 by task. See the Final Management Budget by Task report for more information.

Projects are identified in the MRCA ERP system (Tyler NWS) as reimbursable or advanced funds, which aids in the MRCA 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 2019-2020 are identified as TBD/NEW in the Final Management Budget by Task. If funding is not secured these projects may not be pursued.