

## Memorandum

To : The Conservancy  
The Advisory Committee

Date: August 31, 2020

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

Subject: **Agenda Item 12: Consideration of resolution approving the Mountains Recreation and Conservation Authority Final Budget, Fiscal Year 2020-2021.**

Staff Recommendation: That the Conservancy adopt the attached resolution approving the Mountains Recreation and Conservation Authority (MRCA) Final Budget for Fiscal Year 2020-2021.

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 Mountains Recreation and Conservation Authority (MRCA) Joint Exercise of Powers Agreement, the MRCA final budget for fiscal year 2020-2021 is submitted to the Conservancy for approval.

A preliminary version of this budget was approved by the governing board of the Authority on June 3, 2020, the governing boards of the Conejo Recreation and Park District (CRPD) and Rancho Simi Recreation and Park District (RSRPD) on June 18, 2020, and the governing board of the Santa Monica Mountains Conservancy (SMMC) in its June 29, 2020 meeting.

The proposed final budget submitted for consideration is planned to be presented to the governing boards of the Authority, CRPD, and RSRPD at their earliest scheduled meetings in September 2020.

Agenda Item 12  
August 31, 2020  
Page 2

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.

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 2020-2021 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 2020-2021 are identified as such in the Final Management Budget by Task. If funding is not secured, these projects may not be pursued.