

San Gabriel River Discovery Center Authority

Date: March 9, 2017
To: Governing Board Members
From: Salian Garcia, Fiscal Manager
Through: Mark Stanley, Executive Officer
Subject: Item 8. Consideration and approval of a resolution authorizing Payment of Demands to the SGRDC Authority Account

Recommendation: Staff recommends that the San Gabriel River Discovery Center Authority Governing Board approve a resolution authorizing Payment of Demands to the SGRDC Authority Account through February 28, 2017.

Background & Discussion: The current demands are listed in Exhibit A and A-2, attached to the Resolution for this item. These demands include costs incurred for project management and administration services, A/E support, and other capital project activities such as project support costs. The current demands for this period is \$53,575.37 with \$12,794.72 already expended since the last report to the Governing Board. The remaining \$40,780.65 comprises of two types of activity: 1) Encumbrances accrued for FY 16/17 waiting on Governing Board approval to pay and/or 2) Encumbrances accrued for FY 16/17 in which funding is waiting to be released in order to issue payment.

The approval of any exceptions or qualifications to the payment of demands by the Governing Board shall be listed in Exhibit B. The Executive Officer or designee shall attach that portion of the minutes setting forth such exceptions or qualifications to this resolution and the directive(s) of the Board as stated in those minutes shall be incorporated into the resolution for this item. If no exceptions or qualifications are approved, the absence of such exceptions or qualifications shall be so stated under Exhibit B.

Exhibit B
Exceptions or Qualifications to the Payment of Demands

March 9, 2017, Agenda Item 8.

RESOLUTION 2017-01

RESOLUTION AUTHORIZING PAYMENT OF DEMANDS TO
SGRDC AUTHORITY ACCOUNT

WHEREAS, the San Gabriel River Discovery Center Authority (Authority) has been established between The County of Los Angeles, The San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy, the Upper San Gabriel Valley Municipal Water District, and the Central Basin Municipal Water District to facilitate the planning, development, construction and operation of the San Gabriel River Discovery Center; and

WHEREAS, this action authorized payment of demands to the authority account; and

WHEREAS, this action is exempt from the environmental impact report requirements of the California Environmental Quality Act (CEQA); now

Therefore be it resolved, that the Authority hereby:

1. FINDS that this action is consistent with the purposes and objectives of the Authority.
2. FINDS that the actions contemplated by this resolution are exempt from the environmental impact requirements of the California Environmental Quality Act.
3. ADOPTS the staff report dated March 9, 2017.
4. AUTHORIZES Payment of Demands to the Authority Account.

– End of Resolution –

Passed and Adopted by the Board of the SAN GABRIEL RIVER DISCOVERY CENTER AUTHORITY ON March 9, 2017.

Anthony Fellow, President

San Gabriel River Discovery Center Authority

Date: March 9, 2017
To: Governing Board Members
From: Salian Garcia, Fiscal Manager
Through: Mark Stanley, Executive Officer
Subject: Item 9. Budget and Expenditure Reports

Recommendation: Receive and file year-to-date Budget and Expenditure Reports for Fiscal Year 2016-2017.

Background & Discussion: Attached is the budget and expenditure report (Exhibit A) for Fiscal Year 2016-2017. The attached budget and expenditure report is comprised of four sections: Revenue, Total Expenditures, Administrative Expenses Subtotal, and Grant Expenses Subtotal, which includes Capital Outlay Expenses. A summary of the report structure is as follows:

Revenue: The total budgeted revenue for Fiscal Year 2016/2017 is \$4,436,235. Total revenue received is \$240,402 with \$4,917 from the RMC grant for capital expenditures being carried over from Fiscal Year 2015/2016. The funds from Central Basin MWD are included in the budgeted revenue as the funds are expected to be released for wetland construction this fiscal year.

Total Expenditures & Encumbrances: The total expenditures to date and encumbrances are \$31,264 and \$90,695, respectively, aggregating to \$121,959.

General Administrative Expenditure Report Sub Total: These are general expense items such as postage and contracted administrative labor that are not eligible for grant reimbursements. A total of \$15,033 for Project Management (Administrative) and legal services is encumbered in this budget category.

Grant/Capital Outlay Expenditure Report Sub Total: This report includes expenses for items that are eligible for reimbursement – such as Project Management, Program Management for the EcoVoices program, and Architectural and Engineering services – from grant funding sources. A total of \$31,264 has been expended for Program Management, Insurance, and Permits and a total of \$75,662 is encumbered in this budget category.

SAN GABRIEL RIVER DISCOVERY CENTER AUTHORITY
Budget and Total Revenue Report
FY 2016/2017 Budget

Date of Report: February 28, 2017

Total Revenue Report

Item	FY 16/17 Budget	Revenue To Date	Encumbrances	Balance
Revenue-Unrestricted	0	0	0	0
Revenue-Unrestricted Subtotal	0	0	0	0
Revenue-Restricted				
Grant - USFS	65,261	21,825	0	43,436
Other - School Contracts	12,000	11,250	0	750
Other - Consultant Contracts	174,189	0	0	174,189
Revenue-Restricted Subtotal	251,450	33,075	0	218,375
Revenue-Capital Outlay Restricted				
RMC Grant for Capital Projects	0	0	0	0
Prop A Grant for Capital Projects	2,306,697	0	0	2,306,697
Revenue-Capital Outlay Restricted Total	2,306,697	0	0	2,306,697
Revenue-Special Restricted				
Central Basin MWD	50,370	0	0	50,370
SEP Funds	1,827,718	207,327	0	1,620,391
Revenue-Special Restricted Total	1,878,088	207,327	0	1,670,761
Total	\$ 4,436,235	\$ 240,402	\$ -	\$ 4,195,833

SAN GABRIEL RIVER DISCOVERY CENTER AUTHORITY
Budget and Total Expenditure Report
FY 2016/2017 Budget

Date of Report: February 28, 2017

Total Expenditures Report

Item	FY 16/17 Budget	Expenditures To Date	Encumbrances	Balance
Personnel				
Travel	0	0	0	0
Personnel Subtotal	0	0	0	0
General Expense				
Misc. Office Expenses	0	0	0	0
Postage	100	0	0	100
General Expense Subtotal	100	0	0	100
Communications				
Website Development	2,000	0	0	2,000
Communications Subtotal	2,000	0	0	2,000
Outreach				
Communication/Media Services	0	0	0	0
Outreach Subtotal	0	0	0	0
Consultants/Professional Services				
Architectural/Engineering	421,525	0	1,047	420,478
Project Management (WCA)	376,074	0	87,395	288,679
Permits & Plans	173,670	1,461	0	172,209
Bonds and Insurance	8,000	6,815	0	1,185
Project Management (Consultant-other)	0	0	0	0
Legal Services	41,552	0	2,253	39,299
Legal-CEQA	0	0	0	0
Audit	4,500	0	0	4,500
Design and Documentation Fees	0	0	0	0
A/E Complete Phase I (Construction)	0	0	0	0
Geotech/HazMat	0	0	0	0
Construction Management	81,182	0	0	81,182
Program Management (Environmental Ed.)	65,261	22,449	0	42,812
Transportation (EE Program Buses)	0	0	0	0
Strategic Project Implementation	0	0	0	0
Environmental Consultant (AECOM)	0	0	0	0
LEED Commissioning Agent	0	0	0	0
Other Specialists/Consultants	94,087	540	0	93,547
Consultants Subtotal	1,265,851	31,264	90,695	1,143,891
Hard Costs/Construction				
Site Development/Improvements	862,592	0	0	862,592
Landscaping	820,547	0	0	820,547
Mechanical Utilities	398,021	0	0	398,021
Prep/Site Work	359,998	0	0	359,998
Outdoor Classroom	356,117	0	0	356,117
Electrical Utilities	191,483	0	0	191,483
Interpretive Exhibits	179,526	0	0	179,526
Hard Costs/Construction Subtotal	3,168,284	0	0	3,168,284
Total	\$ 4,436,235	\$ 31,264	\$ 90,695	\$ 4,314,275

SAN GABRIEL RIVER DISCOVERY CENTER AUTHORITY
Budget and Expenditure Report
FY 2016/2017 Budget

Date of Report: February 28, 2017

Administrative Expenditure Report

Item	FY 16/17 Budget	Expenditures To Date	Encumbrances	Balance
Personnel				
Travel	0	0	0	0
Personnel Subtotal	0	0	0	0
General Expense				
Misc. Office Expenses	0	0	0	0
Postage	100	0	0	100
General Expense Subtotal	100	0	0	100
Communications				
Website Development	0	0	0	0
Communications Subtotal	0	0	0	0
Outreach				
Communication/Media Services	0	0	0	0
Outreach Subtotal	0	0	0	0
Consultants/Professional Services				
Architectural/Engineering	0	0	0	0
Project Management (WCA)	102,637	0	14,596	88,041
Permits & Plans	0	0	0	0
Bonds and Insurance	0	0	0	0
Project Management (Consultant-other)	0	0	0	0
Legal Services	18,000	0	437	17,563
Legal-CEQA	0	0	0	0
Audit	4,500	0	0	4,500
Design and Documentation Fees	0	0	0	0
A/E Complete Phase I (Construction)	0	0	0	0
Geotech/HazMat	0	0	0	0
Construction Management	0	0	0	0
Program Management (Environmental Ed.)	0	0	0	0
Transportation (EE Program Buses)	0	0	0	0
Strategic Project Implementation	0	0	0	0
Environmental Consultant (AECOM)	0	0	0	0
LEED Commissioning Agent	0	0	0	0
Other Specialists/Consultants	0	0	0	0
Consultants Subtotal	125,137	0	15,033	110,104
Total	\$ 125,237	\$ -	\$ 15,033	\$ 110,204

SAN GABRIEL RIVER DISCOVERY CENTER AUTHORITY
Budget and Expenditure Report
FY 2016/2017 Budget

Date of Report: February 28, 2017

Grant/Capital Expenditure Report

Item	FY 16/17 Budget	Expenditures To Date	Encumbrances	Balance
Personnel				
Travel	0	0	0	0
Personnel Subtotal	0	0	0	0
General Expense				
Misc. Office Expenses	0	0	0	0
Postage	0	0	0	0
General Expense Subtotal	0	0	0	0
Communications				
Website Development	2,000	0	0	2,000
Communications Subtotal	2,000	0	0	2,000
Outreach				
Communication/Media Services	0	0	0	0
Outreach Subtotal	0	0	0	0
Consultants/Professional Services				
Architectural/Engineering	421,525	0	1,047	420,478
Project Management (WCA)	273,437	0	72,799	200,638
Permits & Plans	173,670	1,461	0	172,209
Bonds and Insurance	8,000	6,815	0	1,185
Project Management (Consultant-other)	0	0	0	0
Legal Services	23,552	0	1,816	21,736
Legal-CEQA	0	0	0	0
Audit	0	0	0	0
Design and Documentation Fees	0	0	0	0
A/E Complete Phase I (Construction)	0	0	0	0
Geotech/HazMat	0	0	0	0
Construction Management	81,182	0	0	81,182
Program Management (Environmental Ed.)	65,261	22,449	0	42,812
Transportation (EE Program Buses)	0	0	0	0
Strategic Project Implementation	0	0	0	0
Environmental Consultant (AECOM)	0	0	0	0
LEED Commissioning Agent	0	0	0	0
Other Specialists/Consultants	94,087	540	0	93,547
Consultants Subtotal	1,140,714	31,264	75,662	1,033,788
Hard Costs/Construction				
Site Development/Improvements	862,592	0	0	862,592
Landscaping	820,547	0	0	820,547
Mechanical Utilities	398,021	0	0	398,021
Prep/Site Work	359,998	0	0	359,998
Outdoor Classroom	356,117	0	0	356,117
Electrical Utilities	191,483	0	0	191,483
Interpretive Exhibits	179,526	0	0	179,526
Hard Costs/Construction Subtotal	3,168,284	0	0	3,168,284
Total	\$ 4,310,998	\$ 31,264	\$ 75,662	\$ 4,204,072