

## Los Cerritos Wetlands Authority

**Date:** August 1, 2024

**To:** LCWA Governing Board

**From:** Amanda Chan, Contracts and Budgets Analyst

**Through:** Mark Stanley, Executive Officer

**Subject:** Item 7: Consideration of resolution authorizing staff to adopt the LCWA Budget for Fiscal Year 2024/2025

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**RECOMMENDATION:** Staff recommend adoption of the LCWA Budget Fiscal Year 2024/2025 as submitted and detailed in the attached Exhibit A.

**BACKGROUND:** In accordance with the provisions of the Joint Powers Agreement, approval of the LCWA budget by the LCWA Board is required. The attached Consolidated Budget for Fiscal Year (FY) 2024/2025 (Exhibit A) includes three revenues and expenditure components: 1) Administration, 2) Operational, and 3) Capital Outlay. Total budgeted revenue for FY 24/25 is **\$2,774,983** and expenditures are balanced with revenues. Total revenues for FY 24/25 have increased by \$1,800,932 from projected budget FY 23/24 revenues of \$974,051. While grant agreements are ending during the new fiscal year, the loss of these grant revenues are offset by increased land management and mitigation activities in the Southern LCW Restoration area, in addition to new and continuing project management activities related to the Memorandum of Agreement (MOA) with AES, State Coastal Conservancy (SCC), and Ocean Protection Council (OPC) grant. Subsequently, the LCWA anticipates a significant year increase in Expenses, plus incremental budget changes in line items such as consultant services and administrative expenditures.

The revenues, in combination with grants from the Rivers and Mountains Conservancy, State Coastal Conservancy, Ocean Protection Council, and MOA with AES, will allow public programming to continue as part of the Los Cerritos Wetlands Authority Stewardship Program (LCWASP) through and beyond September 2025. The Authority also benefits from bird walks led by the El Dorado Audubon that contributes the total hours of in-kind stewardship, Homeless relocation services are contracted, provided by the Los Cerritos Wetlands Stewards.

Administration expenses in the amount of \$60,511 are detailed by line item in the attached budget summary. The expenses under general administrative costs include legal services, website maintenance, and annual audit services with the City of Long Beach.

Operational expenses consist of the LCWASP and Property Management expenditures. The FY 24/25 budget for this category is \$324,015 and it is consistent with the annualized revenues and expenditures at a minimum to operate, manage, and maintain the LCWA properties. The current budget for the LCWASP includes expenses related to the Zedler Marsh with reimbursement from State Coastal Conservancy (SCC), and Ocean Protection Council (OPC), Los Angeles County Regional Parks and Open Space District through Measure A and the MOA with AES. The Capital Outlay budget is in the amount of \$2,390,457 with the majority of expenditures related to the Southern LCW Planning and Restoration project.

**FISCAL INFORMATION:** The LCWA FY 2024/2025 Budget has a balanced budget of \$2,774,983. As the LCWA enters into new grants and contracts, the budget will be updated and reported to the LCWA Governing Board via expenditure reports.

The LCWA has submitted requests for reimbursement from multiple grant funders. Once these reimbursement are received, the current deficit will close by the end of the fiscal year.

# Exhibit A

## LOS CERRITOS WETLANDS AUTHORITY REVENUES AND EXPENDITURES FISCAL YEAR 2023-2024

	FY 23/24 Budget	As of 07/22/24	Additional Projected through 09/30/24	Projected FYE 23/24	Remaining Budget Balance	Remaining % Budget Balance	Actuals % FY24 Budget Used	Projected % of FY2024 Budget	Proposed FY 24/25 Budget	% Change FY25 over FY24
<b>Revenues</b>										
<b>General Administrative &amp; Operating Revenue</b>										
JPA Contributions	40,000	30,000	10,000	40,000	-	0%	75%	100%	40,000	0.0%
Lease Revenue	79,196	67,397	-	67,397	11,799	15%	85%	85%	32,000	-60%
Contracts	30,000	10,000	-	10,000	20,000	67%	33%	33%	15,000	-50.0%
Fees	3,000	1,040	1,960	3,000	-	0%	35%	100%	3,000	0.0%
Permits	10,000	10,000	-	10,000	-	0%	100%	100%	10,000	0.0%
Other - Local Revenue	960	1,119	300	1,419	(459)	-48%	117%	148%	1,500	56.3%
<b>Subtotal-General Administrative &amp; Operating</b>	<b>163,156</b>	<b>119,557</b>	<b>12,260</b>	<b>131,816</b>	<b>31,340</b>	<b>19%</b>	<b>73%</b>	<b>81%</b>	<b>101,500</b>	<b>-37.8%</b>
<b>Grants and Special Projects Revenue</b>										
Grant - State Coastal Conservancy	113,000	31,686	50,000	81,686	31,314	28%	28%	72%	688,819	509.6%
Grant - Rivers & Mountains Conservancy	135,000	31,666	10,000	41,666	93,334	69%	23%	31%	-	-100.0%
Grant - MOU AES, Other Federal, State, County & Local F	476,896	235,161	241,735	476,896	-	0%	49%	100%	1,819,664	281.6%
Mitigation Revenue	25,000	-	-	-	25,000	100%	0%	0%	100,000	300.0%
Contracts - Other MOA	60,000	20,809	125,087	145,896	(85,896)	-143%	35%	243%	60,000	0.0%
Other - Donations	-	-	-	-	-	-	-	-	-	-
Other - Miscellaneous	1,000	8,970	-	8,970	(7,970)	-797%	897%	897%	5,000	400.0%
<b>Subtotal-Grants and Special Projects</b>	<b>810,896</b>	<b>328,293</b>	<b>426,822</b>	<b>755,115</b>	<b>55,781</b>	<b>7%</b>	<b>40%</b>	<b>93%</b>	<b>2,673,483</b>	<b>229.7%</b>
<b>Total Revenue</b>	<b>974,052</b>	<b>447,850</b>	<b>439,082</b>	<b>886,931</b>	<b>87,121</b>	<b>9%</b>	<b>46%</b>	<b>91%</b>	<b>2,774,983</b>	<b>184.9%</b>
<b>Expenses</b>										
Insurance - D & O Policy	2,750	2,669	221	2,890	(140)	-5%	97%	105%	3,157	14.8%
Audit Services	11,000	-	11,000	11,000	-	0%	0%	100%	13,000	18.2%
Legal Services	15,000	-	-	-	15,000	100%	0%	-	20,000	33.3%
Marketing/Outreach	2,500	-	-	-	2,500	100%	0%	-	2,500	0.0%
Website	500	300	-	-	500	100%	60%	0%	20,354	3970.8%
Miscellaneous Administrative Costs	1,500	477	-	477	1,023	68%	32%	32%	1,500	-
<b>Administration Expense Subtotal</b>	<b>33,250</b>	<b>3,446</b>	<b>11,221</b>	<b>14,367</b>	<b>18,883</b>	<b>57%</b>	<b>10%</b>	<b>43%</b>	<b>60,511</b>	<b>82.0%</b>
Grant & Land Management - General	57,000	22,500	34,500	57,000	-	0%	39%	100%	84,000	47.4%
Grant Management - Contracted Services	20,000	-	-	-	20,000	100%	0%	0%	-	-100.0%
Insurance - General Liability/Umbrella	11,000	9,832	-	9,832	1,168	11%	89%	89%	10,815	-1.7%
LCWA Measure A - M/O	80,896	82,777	(1,881)	80,896	-	0%	102%	100%	86,200	6.6%
Stewardship Program	92,000	129,718	(37,718)	92,000	-	0%	141%	100%	92,000	0.0%
Security	9,200	2,480	6,720	9,200	-	0%	27%	100%	50,000	443.5%
Signage	1,000	-	-	-	1,000	100%	0%	0%	1,000	0.0%
OTD Security Deposits	-	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-	-
<b>Operational Expense Subtotal</b>	<b>271,096</b>	<b>247,307</b>	<b>1,621</b>	<b>248,928</b>	<b>22,168</b>	<b>8%</b>	<b>91%</b>	<b>92%</b>	<b>324,015</b>	<b>19.5%</b>
Consultant Services	16,000	67,208	(51,208)	16,000	-	0%	420%	100%	84,713	429.5%
Appraisal & Due Diligence Activities	50,000	34,942	15,058	50,000	-	0%	70%	100%	50,000	-
Grant - State Coastal Conservancy	112,000	18,640	43,360	62,000	50,000	45%	17%	55%	688,819	515.0%
Grant - Rivers & Mountains Conservancy	135,000	8,592	126,408	135,000	-	0%	6%	100%	-	-100.0%
Grant - Other Federal, State, County & Local Projects	268,705	195,740	122,966	318,705	(50,000)	-19%	73%	119%	1,403,425	422.3%
Other - Mitigation Projects	85,000	44,899	85,118	130,017	(45,017)	-53%	53%	153%	160,000	88.2%
Other - Miscellaneous	3,000	477	2,523	3,000	-	0%	16%	0%	3,500	0.0%
<b>Capital Outlay Expense Subtotal</b>	<b>669,705</b>	<b>370,497</b>	<b>344,225</b>	<b>714,722</b>	<b>(45,017)</b>	<b>-7%</b>	<b>55%</b>	<b>107%</b>	<b>2,390,457</b>	<b>256.9%</b>
<b>Total Expense</b>	<b>974,051</b>	<b>621,250</b>	<b>357,068</b>	<b>978,017</b>	<b>(3,966)</b>	<b>0%</b>	<b>64%</b>	<b>100%</b>	<b>2,774,983</b>	<b>184.9%</b>
<b>Ending Net Position</b>	<b>-</b>	<b>(173,400)</b>	<b>82,014</b>	<b>(91,086)</b>	<b>173,400</b>				<b>-</b>	<b>0.0%</b>

August 1, 2024 - Agenda Item 7

RESOLUTION 2024-04

RESOLUTION OF THE LOS CERRITOS WETLANDS AUTHORITY (LCWA) AUTHORIZING  
STAFF TO ADOPT THE LCWA BUDGET FOR FISCAL YEAR 2024/2025

WHEREAS, the Los Cerritos Wetlands Authority (Authority) has been established between the Coastal Conservancy, the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy, the City of Seal Beach and the City of Long Beach to facilitate the acquisition, protection, conservation, restoration, maintenance and operation an environmental enhancement of the Los Cerritos Wetlands; and

WHEREAS, the LCWA has further been established to focus on projects which will provide open space, habitat restoration, and watershed improvement projects within the Los Cerritos Wetlands; and

WHEREAS, the joint powers agreement provides for the adoption of an annual budget; 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 LCWA hereby:

1. FINDS that this action is consistent with the purposes and objectives of the LCWA.
2. FINDS that the actions contemplated by this resolution are exempt from the environmental impact report requirements of the California Environmental Quality Act.
3. ADOPTS the staff report dated August 1, 2024.
4. ADOPTS FY 2024/2025 LCWA Budget and authorizes the Executive Officer to make budget amendments as necessary.

*~ End of Resolution ~*

Passed and Adopted by the Board of the LOS CERRITOS WETLANDS  
AUTHORITY on August 1, 2024.

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Kristina Duggan, LCWA Board Chair

ATTEST:

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Elizabeth St. John  
Deputy Attorney General