

Puente Hills  
Habitat Preservation Authority  
Endowment Provided by the Puente Hills Landfill

MEMORANDUM

**Date:** January 18, 2024

**To:** Board Members

**From:** *Andrea Gullo*  
Andrea Gullo, Executive Director

**Subject:** Agenda Item No. 8) Receive and file the Authority's fiscal year 2022-23 end of the year budget report.

Recommendation:

That the Board receive and file the Authority budget report.

Background:

Attached for your review is the Fiscal Year (FY) 2022-2023 operational expense budget prepared by staff and the Authority's accounting consultant from LSL.

The FY 2022-23 Revenue was budgeted for \$1,393,559 and 93% (\$1,302,383) of the budgeted revenue was received.

The FY 2022-23 Expenses (Operations) was budgeted for \$1,609,272 and 81% (\$1,297,030) was spent. Expenditures for mitigation projects totaled \$518,556. These mitigation projects were funded by outside sources and funds are held as restricted in the Authority's account. Expenditures for grant projects totaled \$556,393 and grant reimbursements totaled \$497,191. As of June 30, 2023, the Authority's cash balance in the County pool was \$3,091,627. Please reference the attached report for more details.

Approval of this report is contingent on approval of the previous agenda item 7 regarding the amendment to the ranger services contract.

Attachments:

FY 22-23 End of the year reports

**Puente Hills Habitat Preservation Authority**  
 Endowment Provided by the Puente Hills Landfill  
 Fiscal Year 2022-23  
 Summary Sheet  
 End of Year

Beginning Balance in County Pool \$ 7,591,609

	<b>Approved</b>	<b>Year End</b>
<b>Revenue</b>	\$ 1,393,559	\$ 1,302,383
<b>Expenses</b>		
<i>Annual Operations</i>	1,609,272	1,297,030
Revenue - Operating Expenses	(215,713)	5,353
Mitigation projects <sup>(1)</sup>	559,955	518,556
Grant Projects (Revenues)	790,246	497,191
Grant Projects (Expenses)	891,138	556,393
Transfers out to Investment Account	-	3,900,000
Ending Balance	\$ 5,924,803	\$ 3,119,204

Amount in County Pool <sup>(2)</sup>	3,091,627	As of 6/30/23
Preallocated Amount in County Pool <sup>(3)</sup>	3,842,188	As of 6/30/23
Unrestricted Amount in County Pool <sup>(4)</sup>	(750,561)	-
SPI (Endowment)	36,075,000.00	As of 6/30/23

**Notes**

1	Annual revenues are not needed to cover these expenses because the funding has already been deposited into the Authority's account. The number shown does not include staff time because it is reflected in operations budget.
2	This amount as of 6/30/23 is from the County's day of balance and does not yet reflect all FY 22/23 expenses/deposits.
3	Includes Restoration Habitat Mitigation funds, auto savings, and other restricted accounts. Caltrans funding deposited into account in FY 23-24 however, the costs incurred starting in FY 22-23.
4	Access Fees and emergency funds.

<b>Habitat Authority: End of the Year FY2022-23 Revenue &amp; Expenses</b>			
	<b>Final Amended FY 22/23 Budget</b>	<b>Final Fiscal Year End 2023</b>	<b>Actuals % of FY 2023 Budget Rev</b>
<b>Revenue:</b>			
SPI earnings (endowment)	\$ 837,500	\$ 842,617	101%
M&S, Grants - Other	160,000	138,677	87%
Interest from Treasury Pool Deposits	50,000	129,035	258%
La Habra Heights historic oil	50,000	73,330	147%
MRCA tickets /educational programs	30,000	19,842	66%
Reimbursement of Expense	7,761	10,005	129%
Site Mitigation	173,403	-	0%
Donations	-	700	100%
Transfer of Mitigation Personnel	40,300	40,299	100%
Transfer of Mitigation Ranger Services	44,595	44,595	100%
Carryover from former Year	-	3,282	100%
<b>Total Revenue</b>	<b>\$ 1,393,559</b>	<b>\$ 1,302,383</b>	<b>93%</b>
<b>Expenses:</b>			
Ranger Services	\$ 452,936	518,256	114%
Payroll (Personnel - General Services)	468,788	371,502	79%
Access fees	-	39,406	100%
Property Management	150,354	53,446	36%
Other Insurance Premiums	62,000	54,356	88%
Legal Services	82,000	60,050	73%
Fiscal Agent Services	32,000	32,000	100%
Utilities (water, phones, internet, etc)	25,000	21,815	87%
Treas-Tax Collector Services	16,000	17,293	108%
Office Rent (Building Rentals)	8,240	1,003	12%
Technical	286,054	110,880	39%
Audit Fees	5,500	5,236	95%
Street bond	5,500	5,501	100%
Educational Services	3,600	1,951	54%
Office Supplies-General	3,100	901	29%
Printing Services	1,000	-	0%
Signs & Related Supplies	2,500	69	3%
Automotive Maintenance	1,500	1,228	82%
Permit & License Fees	200	-	0%
Auto Mileage	250	-	0%
Miscellaneous (GIS, Resr. Misc.)	1,050	447	43%
Postage	500	253	51%
Traveling Expense (local meetings)	150	83	56%
Publications & Legal Notices	400	858	215%
Auto Service	500	404	81%
Publications & Periodicals	150	90	60%
<b>Total Expenses</b>	<b>\$ 1,609,272</b>	<b>\$ 1,297,030</b>	<b>81%</b>
<b>Total Operating</b>	<b>\$ (215,713)</b>	<b>\$ 5,353</b>	

	Final Amended FY 22/23 Budget	Final Fiscal Year End 2023	Actuals % of FY 2023 Budget Rev
<b>Mitigation Costs:</b>			
Consultant Services (Mitigation) SCE	\$ 270,574.53	\$ 271,783.14	100%
Consultant Services (Mitigation) OLINDA	198,697	159,293	80%
Consultant Services (Mitigation) MONTEREY	16,766	16,766	100%
Consultant Services (Mitigation-Encroachment) RMX Harbor	2,735	5,252	192%
Consultant Services (Mitigation) Brea 57/Lambert	55,109	54,955	100%
Consultant Services (Mitigation) Turnbull Enhancement	4,020	1,340	33%
Utilities (mitigation) SCE	-	3,689	100%
Utilities (mitigation) OLINDA	7,503	2,711	36%
Utilities (mitigation) Brea 57/Lbt	4,550	2,768	61%
<b>Total Expenses</b>	<b>\$ 559,955</b>	<b>\$ 518,556</b>	<b>93%</b>
<b>Grants:</b>			
<b>RMC Grant 2022</b>			
RMC Grant Revenue	60,658	205,002	338%
RMC Grant Expenditure	-	-	
Mower	(60,658)	-	0%
<b>Bob H Display Grant</b>			
Bob H Display Revenue	-	4,262	100%
Bob H Expenditure	-	(3,916)	100%
<b>CalFire Grant (multi-year)</b>			
CalFire Grant Revenue	291,904		0%
CalFire Grant Expenditure			
Goats and Fuel Reduction	(307,174)	(110,104)	36%
Payroll Costs (Overhead)	(36,730)	(23,064)	63%
<b>RMC Grant 2023</b>			
RMC Grant Revenue	149,757	-	0%
RMC Grant Expenditure			
Payroll Costs (Overhead)	(22,882)	(5,100)	22%
Fuel Reduction	(126,875)	(77,393)	61%
<b>Caltrans Grant</b>			
CalTrans Grant Revenue	287,927	287,927	100%
CalTrans Grant Expenditure (MRCA)	(242,396)	(242,396)	100%
CalTrans Grant Expenditure (Property Management)	(94,423)	(94,423)	100%
Fuel Reduction	-	-	
<b>Total Revenue</b>	<b>\$ 790,246</b>	<b>\$ 497,191</b>	<b>63%</b>
<b>Total Expenses</b>	<b>\$ (891,138)</b>	<b>\$ (556,396)</b>	<b>62%</b>