

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

MEMORANDUM

Date: January 16, 2025

To: Board Members

From: *Andrea Gullo*
Andrea Gullo, Executive Director

Subject: Agenda Item No. 5) Discussion, receive and file the Authority's fiscal year 2023-24 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) 2023-2024 operational expense budget prepared by the Authority's accounting consultant from Lance, Soll & Lunghard, LLP.

The FY 2023-24 Revenue was budgeted for \$1,120,638 and 140% (\$1,563,742) of the budgeted revenue was received. The additional revenue is largely attributed to the interest earned from the Authority's cash holdings in the County Pool as well as access fees received related to the new Metro Heights mitigation project.

The FY 2023-24 Expenses (Operations) was budgeted for \$ 1,259,867 and 92% (\$1,159,842) was spent. This surplus was primarily caused by less access fee and technical spending than expected.

Expenditures for mitigation projects totaled \$522,735. These mitigation projects were funded by outside sources and funds are held as restricted in the Authority's account. Expenditures for grant projects totaled \$1,152,718. As of June 30, 2024, the Authority's cash balance in the County pool was \$6,137,948.77 of which \$ 3,342,164 is restricted funding primarily for Restoration Habitat Mitigation projects that the agency is contractually obligated to implement. Please reference the attached report for more details.

Attachments:

FY 23-24 End of the year report

Habitat Authority: End of the Year FY2023-24 Revenue & Expenses			
	Final Amended FY 23/24 Budget	Final Fiscal Year End 2024	Actuals % of FY 2024 Budget Rev
Revenue:			
SPI earnings (endowment)	\$ 850,500	\$ 856,875	101%
Interest from Treasury Pool Deposits	80,000	287,852	360%
La Habra Heights historic oil	65,904	64,531	98%
MRCA tickets /educational programs	30,000	12,374	41%
Reimbursement of Expense	7,761	-	0%
Site Mitigation/Access Fees - Use of Restricted Reserves	-	240,000	100%
Donations	-	8,138	100%
Transfer of Mitigation Personnel	41,250	41,250	100%
Transfer of Mitigation Ranger Services	45,223	45,223	100%
Total Revenue	\$ 1,120,638	\$ 1,563,742	140%
Expenses:			
Ranger Services and Property Management	\$ 239,459	242,679	101%
Payroll (Personnel - General Services)	412,560	385,745	94%
Site Mitigation/Access Fees - Use of Restricted Reserves	159,230	77,007	48%
Other Insurance Premiums	62,000	90,535	146%
Legal Services	84,460	60,887	72%
Fiscal Agent Services	32,000	32,000	100%
Utilities (water, phones, internet, etc)	40,557	26,350	65%
Treas-Tax Collector Services	17,000	17,104	101%
Office Rent (Building Rentals)	1	1	100%
Technical	187,100	208,633	112%
Audit Fees	5,500	5,523	100%
Street bond	5,500	5,666	103%
Educational Services	3,600	3,624	101%
Office Supplies-General	3,100	2,308	74%
Printing Services	1,000	38	4%
Signs & Related Supplies	1,500	412	27%
Automotive Maintenance	1,500	318	21%
Permit & License Fees	200	-	0%
Auto Mileage	250	-	0%
Miscellaneous (GIS, Resr. Misc.)	1,050	460	44%
Postage	500	52	10%
Traveling Expense (local meetings)	150	-	0%
Publications & Legal Notices	1,000	-	0%
Auto Service	500	442	88%
Publications & Periodicals	150	57	38%
Total Expenses	\$ 1,259,867	\$ 1,159,842	92%
Total Operating	\$ (139,230)	\$ 403,900	

	Final Amended FY 23/24 Budget	Final Fiscal Year End 2024	Actuals % of FY 2024 Budget Rev
Mitigation Activity:			
Mitigation Revenue			
Mitigation Revenue - Metro Heights	\$ 3,605,364.00	\$ 3,365,364.00	93%
Mitigation Expenses			
Consultant Services (Mitigation) SCE	\$ 260,025.04	\$ 211,956.46	82%
Consultant Services (Mitigation) OLINDA	148,187	130,832	88%
Consultant Services (Mitigation) Brea 57/Lambert	34,449	28,765	84%
Consultant Services (Mitigation) Turnbull Enhancement	11,823	1,340	11%
Consultant Services (Mitigation) Metro Heights	-	29,240	100%
Utilities (mitigation) SCE	-	9,111	100%
Utilities (mitigation) OLINDA	-	2,700	100%
Utilities (mitigation) Brea 57/Lbt	4,550	2,478	54%
Property Management - SCE		12,160	100%
Property Management - Brea 57/Lambert		7,680	100%
Transfers - Personnel (SCE)		12,847	100%
Transfers - Personnel (Olinda)		12,872	100%
Transfers - Personnel (Brea 57)		11,949	100%
Transfers - Ranger Services (SCE)		11,782	100%
Transfers - Ranger Services (Olinda)		12,251	100%
Transfers - Ranger Services (Brea 57)		8,007	100%
Transfers - Personnel/Ranger Services (Monterey)		16,766	100%
Total Expenses	\$ 3,146,330	\$ 2,842,629	90%
Grants:			
RMC Grant 2022			
RMC Grant Revenue	-	94,998	100%
RMC Grant Expenditure	-		
Mower	-	(74,577)	100%
CalFire Grant (multi-year)			
CalFire Grant Revenue	480,383	114,276	24%
CalFire Grant Expenditure			
Goats and Fuel Reduction	(416,870)	(390,976)	94%
Payroll Costs (Overhead)	(30,679)	(7,845)	26%
RMC Grant 2023			
RMC Grant Revenue	205,462	129,685	63%
RMC Grant Expenditure			
Payroll Costs (Overhead)	(16,761)	(4,626)	28%
Fuel Reduction	(93,116)	(112,053)	120%
Caltrans Grant			
CalTrans Grant Revenue	161,355	1,012,073	100%
CalTrans Grant Expenditure (MRCA)	(188,355)	(154,656)	100%
CalTrans Grant Expenditure (Property Management)	(181,858)	(242,229)	100%
Utilities	(10,000)	(7,383)	74%
City M&S			
City M&S Revenue	60,000		0%
City M&S Property Management	(54,307)	(58,757)	108%
City M&S Utilities	(5,693)	(5,793)	102%
Turnbull M&S			
Turnbull M&S Revenue	60,000		0%
Turnbull M&S Property Management	(60,000)	(85,856)	143%
Turnbull M&S	(60,000)	(6,629)	11%
Sycamore M&S			
Sycamore M&S Property Management	-	(1,337)	100%
Total Revenue	\$ 967,200	\$ 1,351,032	140%
Total Expenses	\$ (1,117,639)	\$ (1,152,717)	103%