



# Yolo Habitat Conservancy 2019-2020 Budget

## Table of Contents

2019-2020 Budget Adoption Staff Report 5/20/19	1
Attachment A: Proposed Mitigation Fee Fund, Grant Fund and Other Revenue Fund Budgets	6
Attachment B: Proposed Pre-Permit Endowment Fund Budget	12
Attachment C: Proposed Mitigation Trust Account Budget	13
Attachment D: Proposed Post-Permit Endowment Fund Budget	14
Attachment E: Budget Resolution	15
Mid-Year Budget Update Staff Report 1/27/19	16
Attachment A: Mitigation Fee Fund, Grant Fund, and Other Revenue Fund Summary	20
Attachment B: Mitigation Fee Fund Summary	22
Attachment C: Grant Fund Summary	23
Attachment D: Other Revenue Fund Summary	24



# Yolo Habitat Conservancy

County of Yolo • City of Davis • City of Winters • City of West Sacramento  
City of Woodland • University of California, Davis

To: Pierre Neu, Chair  
Members of the Board

From: Petrea Marchand  
Executive Director

Re: Adopt proposed FY 2019-20 budget

Date: May 20, 2019

---

## REQUESTED ACTIONS:

1. Adopt proposed 2019-20 budget (Attachment A-D)
2. Approve budget resolution (Attachment E)

## BACKGROUND:

### I. Overview

The Conservancy budget currently consists of three funds: the Administration Fund, the Mitigation Trust Account, and the Easement Endowment Fund. Now that the Yolo HCP/NCCP is complete, however, the Conservancy developed a new financial structure that will help track mitigation fees per the Mitigation Fee Act (Government Code § 66000 et seq.) and ensure appropriate information is available for the annual reports required to comply with the recently issued Endangered Species Act permits. Working with the Yolo County Department of Financial Services, staff developed a new financial structure approved by the Board at the January 28, 2019 meeting. Since that time, the Conservancy identified the need for a sixth fund, called the Pre-Permit Endowment Fund, to maintain the endowments collected by the Conservancy prior to permit issuance. The new Conservancy financial structure therefore has six funds:

- **Mitigation Fee Fund.** The Conservancy will deposit all mitigation fees in this fund and pay for administration, reserve system establishment, natural community restoration, and management, monitoring, and habitat enhancement of reserve lands. The Conservancy will also set aside some of these funds for contingency and the post-permit endowment, as well as collect funds to pay back the member agencies for their contribution to plan preparation.

- **Grant Fund.** The Conservancy will track individual grants in this fund.
- **Other Revenue Fund.** This fund includes Special Participating Entities fees (charges above and beyond normal HCP/NCCP fees) and landowner contributions, etc. The Conservancy will use these funds to match grants for land acquisition and other expenditures deemed appropriate by the Board. This is the Conservancy's most flexible fund for expenditures.
- **Mitigation Trust Account Fund.** The fund contains Swainson's hawk mitigation fees collected prior to permit issuance. The Conservancy will hopefully exhaust these funds in 2019-20 and no longer use this account.
- **Pre-Permit Endowment Fund.** This fund contains all of the endowments for easements acquired prior to the issuance of permits, including the Koontz easement since that easement was almost closed at the date of permit issuance.
- **Post-Permit Endowment Fund.** The Conservancy will eventually transfer all funding in the current Endowment Account, as well as future endowment funding, to the Silicon Valley Community Foundation and eliminate this fund.

As a result of the increase in the number of funds from three to six, the Conservancy now has to develop three additional budgets. The proposed 2019-20 budgets for the Mitigation Fee Fund, the Grant Fund, and the Other Revenue Fund are presented in Attachment A, each with their own column. The final 2018-19 Administration Fund budget is provided for comparison, as these three funds together equate to the former Administration Fund. The proposed 2019-20 INFOR budgets for the Mitigation Trust Account, the Pre-permit Endowment Fund (formerly known as the Easement Endowment Fund), and the Post-permit Endowment Fund are provided in Attachments B, C, and D. Conservancy staff sent an email to the city managers and the County Administrator with the proposed budget. The Conservancy also met with Chad Rinde, head of the Yolo County Department of Financial Services, and Shelly Gunby with the City of Winters to review the proposed 2019-20 budget. The following are comments received:

- Pat Blacklock suggested breaking out the budgets into individual spreadsheets in future years and providing the previous year's actuals, as well as the adopted budget.
- Pat Blacklock commented that the lack of a member agency contribution in 2019-20 is a positive development.
- Shelly Gunby and Chad Rinde suggested creating a fund balance line at the end of the budget and including any deferred revenue in the fund balance estimate.
- Mike Webb said he is comfortable with the budget.

The following are highlights of the proposed budget:

## General

- The new Manager or Executive Director (resulting from the RFP process or a subsequent recruitment process) will start July 1, 2019 at the earliest and September 30, 2019 at the latest. The budget includes three months of funding for the current Executive Director and Deputy Director to run the Conservancy in case the transition takes until September 30, 2019. It also includes funds for Consero and Alford Environmental to continue to support the Executive Director/Manager for the rest of the fiscal year if necessary, although both contracts can be reduced if services are no longer needed.
- All discretionary funds are placed in the Manager/New Executive Director category. The Manager/New Executive Director can reallocate these funds as necessary.

Highlights of each budget include:

#### **Mitigation Fee Fund**

- Staff assume the Conservancy will maintain \$95,522 in loan and pre-payment funds from the member agencies for use in the 2019-20 fiscal year. Staff assumes West Sacramento will make it's final fee pre-payment in the 2019-20 fiscal year instead of the 2018-19 fiscal year.
- Staff assume the Conservancy will receive \$250,000 in mitigation fees, which would require approximately ¼ of the projects that the planning directors predict will construct in 2019-20 to receive grading permits.
- Staff assume a 2018-19 fund balance that includes the \$275,000 Bryte Landfill fee, approximately \$60,000 in PG&E fees, and the \$95,522 in member agency loans and pre-payment of fees.

#### **Grant Fund**

- Staff assume the Conservancy will execute and start utilizing 1-2 real estate acquisition grants, providing a minimum of \$160,000 in funding for easement acquisition.
- Staff assume that the Conservancy will use the remaining funds in three executed grants: Local Assistance Grant #1, Local Assistance Grant #2, and the Wildlife Conservation Board implementation grant.

#### **Other Revenue Fund**

- Staff assume the Conservancy will collect \$75,000 in Special Participating Entity fees and other fees, as well as execute at least \$20,000 in cost recovery contributions.

#### **Pre-Permit Endowment Fund**

- No changes because costs and revenue are expected to stay similar to 2018-19

#### **Post-Permit Endowment Fund**

- Assumes the Conservancy puts 2% of all mitigation fees collected in 2018-19 and 2019-20 into the Post-Permit Endowment Fund, which is currently estimated at \$525,000.

## II. Organization and Budget Goals

At the March 2019 meeting, the Board approved the following organization and budget goals, as well as priorities.

**Table 1. FY 2019-20 Organizational Goals**

Priority	Organizational Goals	Necessity?	Grant Funded?
1	Conduct HCP/NCCP workshop to train member agency staff/consultants	Yes	Yes
2	Develop a permanent permit tracking system to replace the temporary system	Yes	Yes
3	Update Science and Technical Advisory Committee pre-acquisition evaluation	Yes	Yes
4	Develop easement acquisition guide	Yes	Yes
5	Apply for at least three implementation grants	Yes	No
6	Create an online geomapper	Yes	Yes
7	Update applications for consistency with tracking system	Yes	Yes
8	Enroll at least three pre-permit reserve lands into reserve system	Yes	Yes
9	Create the implementation Advisory Committee	No	Yes
10	Develop a species monitoring database	Yes	Yes
11	Complete pre-permit reserve land management plan	Yes	Yes
12	Develop a waiting list of at least four landowners seeking easements	No	No
13	Identify easement on which to partner with City of Davis Open Space Program	No	Yes

**Table 2. FY 2019-20 Budget Goals**

<b>Priority</b>	<b>Budget Goals</b>	<b>Necessity?</b>	<b>Grant Funded?</b>
1	Increase reserve to 15% in anticipation of economic downturn	Yes	No
2	Create Excel models that translate software reports into annual report tables	Yes	No
3	Implement custom financial software	Yes	Yes

**ATTACHMENTS:**

Attachment A. Proposed FY 2019-20 Mitigation Fee Fund, Grant Fund, and Other Revenue Fund proposed budgets

Attachment B. Proposed FY 2019-20 Pre-Permit Endowment Fund budget (INFOR)

Attachment C. Proposed FY 2019-20 Mitigation Trust Account budget (INFOR)

Attachment D. Proposed Post-Permit Endowment Fund budget (INFOR)

Attachment E. Budget resolution

**Yolo Habitat Conservancy**  
**FY 2019-20 Proposed Grant Fund, Mitigation Fee Fund, and Other Revenue Fund Budgets**

<b>MEMBER AGENCY LOAN AND MITIGATION FEE EXPENDITURES</b>	<b>FY 18/19 Final Administration Fund Budget (1/28)</b>	<b>FY 2019-20 Proposed Mitigation Fee Fund Budget</b>	<b>FY 2019-20 Proposed Grant Fund Budget</b>	<b>FY 19-20 Proposed Other Revenue Fund Budget</b>	<b>TOTAL</b>
New Manager/Executive Director <sup>1</sup>	\$ -	\$ 103,342	\$ -	\$ 100,266	\$ 203,608
Consero Solutions <sup>2</sup>	\$ 70,000	\$ 80,000	\$ -	\$ 5,000	\$ 85,000
Alford Environmental <sup>3</sup>	\$ 60,000	\$ 60,000	\$ -	\$ 5,000	\$ 65,000
Tschudin Consulting Group <sup>4</sup>	\$ 20,000	\$ 15,000	\$ -	\$ 22,000	\$ 37,000
K. Rinne Consulting	\$ 5,000	\$ -	\$ -	\$ -	\$ -
ICF	\$ 5,000	\$ 15,000	\$ -	\$ 2,000	\$ 17,000
Assistant to the Director (employee)	\$ 30,000	\$ 30,000	\$ -	\$ 5,000	\$ 35,000
Research Associate (employee)	\$ 20,000	\$ 5,000	\$ -	\$ 3,000	\$ 8,000
Intern	\$ 1,000	\$ -	\$ -	\$ -	\$ -
State/Federal Advocacy	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ 5,000
Other Assistance <sup>5</sup>	\$ 8,000	\$ 20,000	\$ -	\$ 5,000	\$ 25,000
Real Estate Acquisition Assistance	\$ 2,500	\$ 7,500	\$ -	\$ -	\$ 7,500
Human Resources Firm	\$ 20,000	\$ 10,000	\$ -	\$ -	\$ 10,000
YHC Counsel	\$ 10,000	\$ 20,000	\$ -	\$ 2,000	\$ 22,000
Accountant/Bookkeeper	\$ 3,000	\$ 5,000	\$ -	\$ -	\$ 5,000
DFS and Audit Expenses	\$ 31,000	\$ 31,000	\$ -	\$ -	\$ 31,000
Clerk and Gen. Services Dept. Assistance	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ 1,000
Rent	\$ 12,180	\$ 12,180	\$ -	\$ -	\$ 12,180
Insurance	\$ 7,500	\$ 6,000	\$ -	\$ -	\$ 6,000
Direct Costs (inc. new financial software) <sup>6</sup>	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ 30,000
Science & Technical Advisory Committee	\$ 2,500	\$ 2,500	\$ -	\$ -	\$ 2,500
Real Estate Acquisition <sup>15</sup>	\$ -	\$ 250,000			\$ 250,000
Contingency	\$ 161,522	\$ 27,242	\$ 10,000	\$ 22,424	\$ 59,666
Contribution to Reserve	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 505,202</b>	<b>\$ 735,764</b>	<b>\$ 10,000</b>	<b>\$ 171,690</b>	<b>\$ 917,454</b>
<b>REIMBURSABLE EXPENDITURES (e.g. grants)</b>	<b>FY 18/19 Proposed Budget Amendment (1/28)</b>	<b>FY 2019-20 Proposed Mitigation Fee Fund Budget</b>	<b>FY 2019-20 Proposed Grant Fund Budget</b>	<b>FY 19-20 Proposed Other Revenue Fund Budget</b>	<b>TOTAL</b>
New Manager/Executive Director <sup>1</sup>	\$ -	\$ -	\$ 40,000	\$ -	\$ 40,000
Consero Solutions <sup>2</sup>	\$ 102,100	\$ -	\$ 90,000	\$ -	\$ 90,000
Alford Environmental <sup>3</sup>	\$ 97,500	\$ -	\$ 60,000	\$ -	\$ 60,000
Tschudin Consulting Group <sup>4</sup>	\$ 62,000	\$ -	\$ 40,000	\$ -	\$ 40,000
ICF	\$ 38,000	\$ -	\$ 65,000	\$ -	\$ 65,000
Other Assistance <sup>5</sup>	\$ 45,000	\$ -	\$ 25,000	\$ -	\$ 25,000
Intern	\$ 4,500	\$ -	\$ -	\$ -	\$ -
YHC Counsel	\$ 11,000	\$ -	\$ 15,000	\$ -	\$ 15,000
Research Associate (employee)	\$ 9,000	\$ -	\$ 10,000		\$ 10,000
Assistant to the Director (employee)	\$ 13,874	\$ -	\$ 3,000	\$ -	\$ 3,000
Direct Costs (Section 6, LAG1) <sup>7</sup>	\$ 2,500	\$ -	\$ 3,000	\$ -	\$ 3,000
Real Estate Acquisition Assistance	\$ 31,000	\$ -	\$ 54,000	\$ -	\$ 54,000
Real Estate Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 416,474</b>	<b>\$ -</b>	<b>\$ 405,000</b>	<b>\$ -</b>	<b>\$ 405,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 921,676</b>	<b>\$ 735,764</b>	<b>\$ 415,000</b>	<b>\$ 171,690</b>	<b>\$ 1,322,454</b>

REVENUE	FY 18/19 Proposed Budget Amendment (1/28)	FY 2019-20 Proposed Mitigation Fee Fund Budget	FY 2019-20 Proposed Grant Fund Budget	FY 19-20 Proposed Other Revenue Fund Budget	FY 19-20 Total
<b>MITIGATION FEE REVENUE</b>	<b>FY 18/19 Proposed Budget Amendment (1/28)</b>	<b>FY 2019-20 Proposed Mitigation Fee Fund Budget</b>	<b>FY 2019-20 Proposed Grant Fund Budget</b>	<b>FY 19-20 Proposed Other Revenue Fund Budget</b>	<b>FY 19-20 Total</b>
Pre-payment of Mitigation Fees	\$ 102,067	\$ 50,350	\$ -	\$ -	\$ 50,350
Member Agency Loans	\$ 324,823	\$ -	\$ -	\$ -	\$ -
Mitigation Fees <sup>9</sup>	\$ 64,910	\$ 250,000	\$ -	\$ -	\$ 250,000
<b>Total</b>	<b>\$ 491,800</b>	<b>\$ 300,350</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,350</b>
<b>GRANT REVENUE (staff time)</b>	<b>FY 18/19 Proposed Budget Amendment (1/28)</b>	<b>FY 2019-20 Proposed Mitigation Fee Fund Budget</b>	<b>FY 2019-20 Proposed Grant Fund Budget</b>	<b>FY 19-20 Proposed Other Revenue Fund Budget</b>	<b>FY 19-20 Total</b>
2016 Section 6 grant	\$ 83,000	\$ -	\$ -	\$ -	\$ -
RCIS/Local Conservation Plan <sup>10</sup>	\$ 17,474	\$ -	\$ -	\$ -	\$ -
CDFW 2018 Local Assistance Grant #1 <sup>11</sup>	\$ 75,000	\$ -	\$ 12,000	\$ -	\$ 12,000
CDFW 2019 Local Assistance Grant #2 (total \$93,000) <sup>12</sup>	\$ 40,000	\$ -	\$ 53,000	\$ -	\$ 53,000
WCB 2019 Implementation Grant (total \$275,000) <sup>13</sup>	\$ 150,000	\$ -	\$ 175,000	\$ -	\$ 175,000
Grants not yet awarded (e.g. real estate)	\$ -	\$ -	\$ 160,000	\$ -	\$ 160,000
<b>Total</b>	<b>\$ 365,474</b>	<b>\$ -</b>	<b>\$ 400,000</b>	<b>\$ -</b>	<b>\$ 400,000</b>
<b>OTHER REVENUE</b>	<b>FY 18/19 Proposed Budget Amendment (1/28)</b>	<b>FY 2019-20 Proposed Mitigation Fee Fund Budget</b>	<b>FY 2019-20 Proposed Grant Fund Budget</b>	<b>FY 19-20 Proposed Other Revenue Fund Budget</b>	<b>FY 19-20 Total</b>
Peabody Ranch Landowner Contribution	\$ 10,000	\$ -	\$ -	\$ 5,000	\$ 5,000
ASB In-Lieu Cost Recovery Contribution	\$ 10,000	\$ -	\$ -	\$ 5,000	\$ 5,000
PG&E Contribution	\$ 5,000	\$ -	\$ -	\$ -	\$ -
Mace/Alhambra Contribution (City of Davis, total \$35,266) <sup>14</sup>	\$ 26,000	\$ -	\$ -	\$ -	\$ -
Other Cost Recovery Contributions (e.g. SPE)	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000
Other Fees, Donations, and Misc. Revenue (e.g. SPE additional charges, stewardship donations)	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000
<b>Total</b>	<b>\$ 51,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 105,000</b>	<b>\$ 105,000</b>
<b>TOTAL REVENUE</b>	<b>\$ 908,274</b>	<b>\$ 300,350</b>	<b>\$ 400,000</b>	<b>\$ 105,000</b>	<b>\$ 805,350</b>
<b>PERMANENT RESERVE</b>	<b>\$ 60,087</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,087</b>	<b>\$ 60,087</b>
<b>Net Revenue</b>	<b>\$ -</b>	<b>\$ (435,414)</b>	<b>\$ (15,000)</b>	<b>\$ (66,690)</b>	<b>\$ (517,104)</b>
<b>2018-19 Fund Balance (estimated)</b>	<b>\$ 13,402</b>	<b>\$ 435,414</b>	<b>\$ 15,000</b>	<b>\$ 66,690</b>	<b>\$ 517,104</b>
<b>2019-20 Ending Balance (estimated)</b>	<b>N/A</b>	<b>\$ (0)</b>	<b>\$ -</b>	<b>\$ (0)</b>	<b>\$ (0)</b>

(1) The Conservancy expects to hire a new Manager/ Executive Director by July 1, 2019, but will allow three months for the transition until September 30, 2019.

(2) Consero Solutions provides Executive Director and support services. Budget assumes three months of contract services to assist with the transition to the new Manager/Executive Director and ongoing consultant support, as needed. Includes time for the Ex. Director, Sr. Associate, Exec. Assistant and Research Associate.

(3) Based on support services for Alford Environmental, who serves as Deputy Director of the Conservancy.



- (4) Services as needed from the Tschudin Consulting Group for land use planning services during the transition period.*
- (5) Services as needed from Estep Environmental, Neuvert GIS, Hausreth Economics, Urban Economics, the Yolo County Resource Conservation District, and other consultants as needed.*
- (6) The YHC is transitioning to a new financial system, so additional funds have been added to Direct Costs to acquire the new financial software.*
- (7) The Conservancy incurs direct costs under its various grants (Section 6 & LAG1) that are not associated with staff or professional services.*
- (8) The estimated fund balance at the end of FY 18-19 is expected to be \$436,000 and will be a combination of \$161,000 in remaining member agency loan funds and \$275,000 collected in mitigation fees (Bryte Landfill) in 2018-19, but not spent.*
- (9) The 2019-20 mitigation fee estimate is based on about 1/4 of the fees the Conservancy would collect if all projects predicted by member agencies are built.*
- (10) The Windward Fund provided funding in 2018-19 to assist with completion of the RCIS/LCP. The Conservancy expects to finish in early 2019-20.*
- (11) CDFW awarded the Conservancy a \$75,000 grant for implementation activities. Matching funds are an additional \$15,000 and are included in the budget.*
- (12) CDFW awarded the Conservancy a \$93,000 grant (not inc. matching funds) to assist with implementation in 2018-19. This amount is the estimated remaining amount.*
- (13) The WCB awarded the Conservancy a \$275,000 grant for implementation activities in March 2019. This is the estimated remaining amount.*
- (14) The Mace/Alhambra project in the City of Davis provided \$35,266 to the Conservancy for burrowing owl conservation. This is the remaining amount.*

# Yolo Habitat Conservancy FY 2019-20 Proposed Mitigation Fee Fund Budget

EXPENDITURES		FY 19-20 Budget Proposed (5/19)
Regular Employees	\$	138,342
Extra Help	\$	-
OASDI	\$	2,000
FICA/Medicare	\$	1,000
Unemployment Insurance	\$	2,000
Workers Compensation Insurance	\$	2,500
<b>Total salaries and employee benefits</b>	<b>\$</b>	<b>145,842</b>
Communications	\$	1,500
Food	\$	200
Insurance: Public Liability	\$	6,000
Maintenance: Equipment	\$	500
Memberships	\$	750
Office Expense (new financial software)	\$	24,200
Office Expense: Printing	\$	500
Office Expense: Postage	\$	500
IT Services: ERP	\$	1,000
IT Services: Connectivity	\$	250
Professional Services: Audit & Accounting	\$	31,000
Professional Services: Info Tech	\$	-
Professional Services: Legal	\$	20,000
Professional Services: Other	\$	208,500
Science/Board Meeting Stipends	\$	2,500
Publications & Legal Notices	\$	1,600
Rents & Leases: Equipment	\$	1,000
Rents & Leases: Building & Improvement	\$	12,180
Training	\$	250
Transportation & Travel	\$	250
Taxes & Assessments	\$	-
<b>Total services and supplies</b>	<b>\$</b>	<b>312,680</b>
Appropriation for Contingency	\$	27,242
<b>Total provisions for contingencies</b>	<b>\$</b>	<b>27,242</b>
Contribution to Reserve	\$	-
<b>Total contribution to reserve</b>	<b>\$</b>	<b>-</b>
Real Estate Acquisition	\$	250,000
<b>Total real estate acquisition</b>	<b>\$</b>	<b>250,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$</b>	<b>735,764</b>
REVENUE		FY 19-20 Budget Proposed (5/19)
Pre-payment of Mitigation Fees	\$	50,350
Member Agency Loans	\$	-
Mitigation Fees	\$	250,000
<b>Total mitigation fee revenue</b>	<b>\$</b>	<b>300,350</b>
<b>TOTAL REVENUE</b>	<b>\$</b>	<b>300,350</b>
<b>MITIGATION NET REVENUE</b>	<b>\$</b>	<b>(435,414)</b>
2018-19 Fund Balance (estimated)	\$	435,414
2019-20 Ending Balance (estimated)	\$	-

## Yolo Habitat Conservancy FY 2019-20 Proposed Grant Fund Budget

EXPENDITURES		FY 19-20 Budget Proposed (5/19)
Regular Employees	\$	53,000
<b>Total employee cost</b>	<b>\$</b>	<b>53,000</b>
Direct Costs	\$	3,000
Professional Services: Legal	\$	15,000
Professional Services: Other	\$	334,000
<b>Total services and supplies</b>	<b>\$</b>	<b>352,000</b>
Appropriation for Contingency	\$	10,000
<b>Total provisions for contingencies</b>	<b>\$</b>	<b>10,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$</b>	<b>415,000</b>
REVENUE		FY 19-20 Budget Proposed (5/19)
Grant Revenue: State	\$	240,000
Grant Revenue: Federal	\$	-
Grant Revenue: Not yet awarded	\$	160,000
<b>Total grant revenue</b>	<b>\$</b>	<b>400,000</b>
<b>TOTAL REVENUE</b>	<b>\$</b>	<b>400,000</b>
<b>GRANT NET REVENUE</b>	<b>\$</b>	<b>(15,000)</b>
2018-19 Fund Balance (estimated)	\$	15,000
2019-20 Ending Balance (estimated)	\$	-

## Yolo Habitat Conservancy FY 2019-20 Proposed Other Revenue Fund Budget

EXPENDITURES		FY 19-20 Budget Proposed (5/19)
Regular Employees	\$	108,266
<b>Total employee costs</b>	<b>\$</b>	<b>108,266</b>
Professional Services: Legal	\$	2,000
Professional Services: Other	\$	39,000
<b>Total services and supplies</b>	<b>\$</b>	<b>41,000</b>
Appropriation for Contingency	\$	22,424
<b>Total provisions for contingencies</b>	<b>\$</b>	<b>22,424</b>
<b>TOTAL EXPENDITURES</b>	<b>\$</b>	<b>171,690</b>
REVENUE		FY 19-20 Budget Proposed (5/19)
Peabody Ranch Landowner Contribution	\$	5,000
ASB In-Lieu Cost Recovery Contribution	\$	5,000
PG&E Contribution	\$	-
Mace/Alhambra Contribution (City of Davis, total \$35,266) <sup>14</sup>	\$	-
Other Cost Recovery Contributions (e.g. SPE)	\$	20,000
Other Fees, Donations, and Misc. Revenue (e.g. SPE additional charges, stewardship donations)	\$	75,000
<b>Total other fee revenue</b>	<b>\$</b>	<b>105,000</b>
<b>TOTAL REVENUE</b>	<b>\$</b>	<b>105,000</b>
<b>OTHER REVENUE NET REVENUE</b>	<b>\$</b>	<b>(66,690)</b>
2018-19 Fund Balance (estimated)	\$	66,690
2019-20 Ending Balance (estimated)	\$	-

<b>Yolo Habitat Conservancy FY 2019-20 Proposed Pre-Permit Easement Endowment Fund Budget</b>		
<b>2018-19 Fund Balance: \$347,914.81</b>		
<b>EXPENDITURES</b>	<b>FY 18-19 Budget Adopted (6/18)</b>	<b>FY 19-20 Budget Proposed (3/19)</b>
Professional Services	\$ 2,000	\$ 2,000
<b>Total services and supplies</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>
<b>REVENUE</b>	<b>FY 18-19 Budget Adopted (6/18)</b>	<b>FY 19-20 Budget Proposed (3/19)</b>
Investment Earnings -Pool	\$ 2,500	\$ 2,500
<b>Total revenue use of money</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>
<b>TOTAL REVENUE</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>
<b>NET REVENUE</b>	<b>\$ 500</b>	<b>\$ 500</b>

Yolo Habitat Conservancy FY 2019-20 Proposed Mitigation Trust Account Budget		
2018-19 Fund Balance: \$745,000 (as of 5/13/19)		
EXPENDITURES	FY 18-19 Budget Adopted (6/18)	FY 19-20 Budget Proposed (3/19)
Legal Services	\$ 10,000	\$ 10,000
Professional Services	\$ 75,000	\$ 75,000
Salaries	\$ 10,000	\$ 10,000
<b>Total services and supplies</b>	<b>\$ 95,000</b>	<b>\$ 95,000</b>
Rights of Way	\$ 700,000	\$ 652,550
<b>Total other charges</b>	<b>\$ 700,000</b>	<b>\$ 652,550</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 795,000</b>	<b>\$ 747,550</b>
REVENUE	FY 18-19 Budget Adopted (6/18)	FY 19-20 Budget Proposed (3/19)
Investment Earnings -Pool	\$ 8,000	\$ 4,000
<b>Total revenue use of money</b>	<b>\$ 8,000</b>	<b>\$ 4,000</b>
<b>TOTAL REVENUE</b>	<b>\$ 8,000</b>	<b>\$ 4,000</b>
<b>NET REVENUE</b>	<b>\$ (787,000)</b>	<b>\$ (743,550)</b>

<b>Yolo Habitat Conservancy FY 2019-20 Proposed Post-Permit Easement Endowment Fund Budget</b>		
<b>EXPENDITURES</b>	<b>FY 18-19 Budget Adopted (6/18)</b>	<b>FY 19-20 Budget Proposed (3/19)</b>
Professional Services	N/A	\$ 2,000
<b>Total services and supplies</b>	<b>N/A</b>	<b>\$ 2,000</b>
<b>TOTAL EXPENDITURES</b>	<b>N/A</b>	<b>\$ 2,000</b>
<b>REVENUE</b>	<b>FY 18-19 Budget Adopted (6/18)</b>	<b>FY 19-20 Budget Proposed (3/19)</b>
Investment Earnings -Pool	N/A	\$ 100
Mitigation Fees*	N/A	\$ 11,500
<b>Total revenue use of money</b>	<b>N/A</b>	<b>\$ 11,600</b>
<b>TOTAL REVENUE</b>	<b>N/A</b>	<b>\$ 11,600</b>
<b>NET REVENUE</b>	<b>N/A</b>	<b>\$ 9,600</b>

\*The Conservancy will receive approximately \$325,000 in mitigation fees in 2018-19, which the Conservancy will allocate to the appropriate new budget funds in 2019-20. The Conservancy also expects to bring in an additional \$250,000 in mitigation fees in 2019-20. The Conservancy funding model requires the Conservancy to place 2% of all mitigation fees collected into a post-permit endowment fund. This amount is therefore 2% of \$575,000.

**RESOLUTION NO. 19-04**

**Resolution of the Yolo Habitat Conservancy Board of Directors Adopting the  
Fiscal Year 2019-20 Budget**

**WHEREAS**, the Board of Directors ("Board") of the Yolo Habitat Conservancy ("YHC") has heard and considered annual budgets for the FY 2019-20 Mitigation Fee Fund, Grant Fund, Other Revenue Fund, Mitigation Trust Account Fund, Pre-Permit Endowment Fund, and the Post-Permit Endowment Fund (collectively, the "Fiscal Year 2019-20 Budget"); and

**WHEREAS**, the May 20, 2019 staff report for the Fiscal Year 2019-20 budget provides information regarding each fund or account included in the overall YHC budget; and

**WHEREAS**, the recommended budgets for the Mitigation Fee Fund, Grant Fund, Other Revenue Fund, Mitigation Trust Account Fund, Pre-Permit Endowment Fund, and the Post-Permit Endowment Fund are balanced, with total revenues and other available funds equaling or exceeding total expenditures; and

**WHEREAS**, at the conclusion of the Board's consideration of this item at its May 20, 2019 public meeting, the Board of Directors determined that it was necessary and appropriate to approve the Fiscal Year 2019-20 Budget;

**NOW, THEREFORE**, the Board of Directors of the YHC hereby resolves as follows:

1. The Board adopts the budgets and approves the appropriations of \$735,764 (Mitigation Fee Fund), \$415,000 (Grant Fund), and \$171,690 (Other Revenue Fund), and \$747,550 (Mitigation Trust Account Fund), and \$2,000 (Pre-permit Endowment Fund), and \$2,000 (Post-permit Endowment Fund) based on revenues and available fund balance of \$735,764 (Mitigation Fee Fund), \$415,000 (Grant Fund), and \$171,690 (Other Revenue Fund), and \$4,000 (Mitigation Trust Account Fund), and \$2,500 (Pre-permit Endowment Fund), and \$11,600 (Post-permit Endowment Fund) as set forth therein.

2. The Board adopts the annual work plan for FY 2019-20, as set forth in the staff report accompanying this Resolution.

**PASSED AND ADOPTED** by the Board of Directors of the Yolo Habitat Conservancy on May 20, 2019, by the following vote:

**AYES:** ARNOLD, GUERRERO, NEU, PROVENZA, SAYLOR

**NOES:** Ø

**ABSENT:** RODRIGUEZ

**ABSTAIN:** Ø



Pierre Neu, Chair  
Yolo Habitat Conservancy

Attest:  
Shawna Stevens, Clerk of the Board

Approved As To Form:

By: Shawna Stevens  
Shawna Stevens

By: Philip J. Pogledich  
Philip J. Pogledich, County Counsel  
Counsel to the Yolo Habitat Conservancy





# Yolo Habitat Conservancy

County of Yolo • City of Davis • City of Winters • City of West Sacramento  
City of Woodland • University of California, Davis

To: Pierre Neu, Chair  
Members of the Board

From: Dirk Brazil  
Interim Executive Director

Re: Receive FY 2019-20 mid-year budget update

Date: January 27, 2020

---

## REQUESTED ACTIONS:

1. Receive FY 2019-20 mid-year budget update (Attachment A, B, C, D)

## BACKGROUND:

### I. Overview of Financial Structure

For the 2019-20 fiscal year, the Conservancy developed a new financial structure. The new structure has six funds, for which the Conservancy adopted a separate budget for each fund:

- Mitigation Fee Fund
- Grant Fund
- Other Revenue Fund (e.g. Special Participating Entities contribution to recovery fees, landowner contributions)
- Mitigation Trust Account (which eventually will be exhausted and no longer used)
- Pre-permit Endowment Fund (includes endowments collected prior to issuance of the permits)
- Post-permit Endowment Fund (which eventually will transfer to the Silicon Valley Community Foundation)

The Conservancy collects four types of mitigation fees that staff will place in the Mitigation Fee Fund:

- Lacustrine and Riverine Fee
- Valley Foothill Riparian Fee
- Fresh Emergent Wetlands Fee
- Land Cover Fee

Staff places each fee in a separate account. 100% of the Lacustrine and Riverine Fee, the Valley Foothill Riparian Fee, and the Fresh Emergent Wetlands Fee must be spent on the natural community restoration activities outlined in the Yolo HCP/NCCP, so they are placed in a separate expenditure account, called a “cost center,” titled “Natural Communities Restoration.” For each Land Cover Fee collected, the Conservancy will place a specified percentage of each fee into a separate cost center as follows:

- Reserve system establishment (50.8%): pays for acquisition of easements on working agricultural lands to meet conservation strategy requirements
- Plan preparation (2.3%): Recovers the member agency’s costs to prepare the plan, as well as repays the Mitigation Trust Account for funds spent on planning
- Management, enhancement, monitoring, and research (15.4%): Pays for species monitoring, management of habitat on agricultural lands, installation of hedgerows and other enhancement activities, and scientific research
- Administration (14.8%): Pays for staff, rent, and other administration costs
- Contingency (14.2%): Given the highly variable nature of habitat conservation costs, a portion of every fee collected is reserved for contingency

The Conservancy can transfer funds between cost centers, except Administration and Plan Preparation, as needed to complete required Conservancy activities. The Conservancy has not yet transferred any money between cost centers, but will track transfers between cost centers to ensure sufficient funds for all activities and provide information about these transfers to the Board of Directors as part of regular financial reporting.

To provide regular updates to the Board, Conservancy staff developed four reports for Board review: 1) Summary of Mitigation Fee Fund, Grant Fund, and Other Revenue Fund compared to the budget (Attachment A); 2) Mitigation Fee Fund Summary (Attachment B); 3) Grant Fund summary (Attachment C); and 4) Other Revenue Fund summary (Attachment D).

## **II. Mid-Year Budget Update**

The Conservancy took out loans from the member agencies for operations in the 2018-19 fiscal year to help bridge the gap between the end of the planning period and the start of implementation. The Conservancy ended the 2018-19 fiscal year with a fund balance of approximately \$551,704, including \$164,620 the member agencies provided as pre-payment of mitigation fees. The Conservancy also maintained a permanent reserve included in this fund balance of \$60,087. At the end of the 2018-19, the Conservancy owed the member agencies \$213,523 in loans. The Conservancy did not request additional member agency loans for the 2019-20 fiscal year as a result of the positive fund balance. As of December 31, 2019, the Conservancy has brought in \$235,812 in revenue and spent \$308,710, although the Conservancy is owed \$93,087 in grant reimbursements.

The following are highlights of the 2019-20 mid-year budget update:



**Revenue:**

- The Conservancy collected the expected amount of mitigation fees at the mid-year point and expects to exceed this amount in the second six months of the fiscal year, based on pending permit applications.
- The Conservancy is behind on grant reimbursements and has not yet collected any of the \$93,087 in reimbursements owed to the Conservancy. The Conservancy is working on submitting all grant reimbursements through December 31, 2019 by the end of January 2020.
- The Conservancy has experienced higher than expected use of the Conservancy's permit by Special Participating Entities, which in turn has resulted in higher than expected Special Participating Entity fee revenue received.

**Expenditures:**

- The Conservancy is spending significantly less than budgeted on the Executive Director position. The Conservancy budgeted a total of \$243,608 for the 2019-20 fiscal year in anticipation of hiring a member agency or consulting firm to run the agency and has spent \$39,399 as of the mid-year point.
- The Conservancy is spending more than anticipated on Consero Solutions, as Consero continues to provide significant support to the Executive Director and helped cover for Chris Alford during her leave of absence. The Conservancy budgeted \$175,000 for Consero for the fiscal year and has spent \$103,000 at the mid-year point.
- The Conservancy spent more than anticipated on ICF, as ICF absorbed the work formerly performed by the Tschudin Consulting Group and is assisting with completion of grant tasks. The Conservancy budgeted \$82,000 for ICF for the fiscal year and has already spent \$69,444 as of the mid-year point.
- The Conservancy spent more than anticipated on "Other Assistance," hiring ASB Consulting to expedite acquisition of conservation easements and securing additional assistance from Estep Environmental for additional work associated with increased permit applications. The Conservancy budgeted \$50,000 for other assistance for the fiscal year and has spent \$55,730 at the mid-year point.
- The Conservancy spent \$171,714 in mitigation fees on Administration in 2019-20 and only secured \$11,537 in mitigation fee funding for Administration at the mid-year point. Administration funding includes all costs to manage the agency unrelated to reserve system acquisition and management and monitoring, including matching funds for grants. Administration costs are anticipated to be higher this year as a result of start-up costs to establish the Conservancy financial structure and other procedures. As a result of this shortfall, the Conservancy will likely need to transfer all of the Special Participating Entity fees (currently \$46,450) and contingency funds (currently \$3,448) to Administration to cover costs in the 2019-20 fiscal year, as well as use some of the available funds from pre-payment of mitigation fees.



Conservancy staff will provide monthly financial updates to the Board now that the new financial structure is complete. Staff will also further research ways to reduce costs, especially Administration costs, as the Conservancy works to develop the 2020-21 budget.

**ATTACHMENTS:**

**Attachment A.** Mitigation Fee Fund, Grant Fund, and Other Revenue Fund Summary

**Attachment B.** Mitigation Fee Fund Summary

**Attachment C.** Grant Fund Summary

**Attachment D.** Other Revenue Fund Summary



**Yolo Habitat Conservancy**  
**Revenue and Expenditure Summary Report: Mitigation Fee Fund, Grant Fund, Other Revenue Fund**  
**Reporting Period: July 1-December 31, 2019**

<b>REVENUE</b>		<b>Adopted Budget (May 2019)</b>	<b>Actual through 12/31/19</b>	<b>Estimated Additional Over Actual**</b>	<b>Total</b>	<b>Favorable (Unfavorable) Variance</b>
<b>A. Mitigation Fee Fund</b>						
	Member Agency Loans	\$ -	\$ -	\$ -	\$ -	\$ -
	Mitigation Fees	\$ 300,350.00	\$ 176,862.28	\$ 200,000.00	\$ 376,862.28	\$ 76,512.28
	Mitigation Credit Processing Fee	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>TOTAL</b>	\$ 300,350.00	\$ 176,862.28	\$ 200,000.00	\$ 376,862.28	\$ 76,512.28
<b>B. Grant Fund</b>						
	RCIS/Local Conservation Plan	\$ -	\$ -	\$ -	\$ -	\$ -
	CDFW Local Assistance Grant #1	\$ 12,000.00	\$ -	\$ 30,000.00	\$ 30,000.00	\$ 18,000.00
	CDFW Local Assistance Grant #2	\$ 53,000.00	\$ -	\$ 30,000.00	\$ 30,000.00	\$ (23,000.00)
	WCB 2019 Implementation Grant	\$ 175,000.00	\$ -	\$ 140,000.00	\$ 140,000.00	\$ (35,000.00)
	Other Grants Not Awarded	\$ 160,000.00	\$ -	\$ -	\$ -	\$ (160,000.00)
	<b>TOTAL</b>	\$ 400,000.00	\$ -	\$ 200,000.00	\$ 200,000.00	\$ (200,000.00)
<b>C. Other Revenue Fund</b>						
	Peabody Ranch Landowner Contribution	\$ 5,000.00	\$ -	\$ -	\$ -	\$ (5,000.00)
	Mace/Alhambra Contribution	\$ -	\$ -	\$ -	\$ -	\$ -
	ASB In-Lieu Cost Recovery Contribution	\$ 5,000.00	\$ -	\$ -	\$ -	\$ (5,000.00)
	PG&E Cost Recovery Contribution	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00
	Other Cost Recovery Agreements	\$ 20,000.00	\$ 7,500.00	\$ -	\$ 7,500.00	\$ (12,500.00)
	Other Fees/Donations (e.g. SPE)	\$ 75,000.00	\$ 46,450.57	\$ 30,000.00	\$ 76,450.57	\$ 1,450.57
	<b>TOTAL</b>	\$ 105,000.00	\$ 58,950.57	\$ 30,000.00	\$ 88,950.57	\$ (16,049.43)
	<b>TOTAL REVENUE</b>	\$ 805,350.00	\$ 235,812.85	\$ 430,000.00	\$ 665,812.85	\$ (139,537.15)
<b>EXPENDITURES</b>		<b>Adopted Budget (May 2019)</b>	<b>Actual through 12/31/19</b>	<b>Estimated Additional Over Actual**</b>	<b>Total</b>	<b>Favorable (Unfavorable) Variance</b>
<b>D. Regular Employees/Salaries</b>						
	Salaries	\$ 56,000.00	\$ 26,631.65	\$ 29,368.35	\$ 56,000.00	\$ -
	<b>TOTAL REGULAR EMPLOYEES/SALARIES</b>	\$ 56,000.00	\$ 26,631.65	\$ 29,368.35	\$ 56,000.00	\$ -
<b>C. Operating Expenses</b>						
	Rent	\$ 12,180.00	\$ 6,090.00	\$ 6,090.00	\$ 12,180.00	\$ -
	Insurance	\$ 6,000.00	\$ 5,018.74	\$ -	\$ 5,018.74	\$ (981.26)
	Direct Costs (inc. new financial software) <sup>6</sup>	\$ 33,000.00	\$ 3,712.20	\$ 5,000.00	\$ 8,712.20	\$ (24,287.80)
	Science & Technical Advisory Committee	\$ 2,500.00	\$ 4,500.00	\$ 4,500.00	\$ 9,000.00	\$ 6,500.00
	<b>TOTAL OPERATING EXPENSES</b>	\$ 53,680.00	\$ 19,320.94	\$ 15,590.00	\$ 34,910.94	\$ (18,769.06)

<b>EXPENDITURES</b>		<b>Adopted Budget (May 2019)</b>	<b>Actual through 12/31/19</b>	<b>Estimated Additional Over Actual**</b>	<b>Total</b>	<b>Favorable (Unfavorable) Variance</b>
<b>D. Professional Services</b>						
<b>Consulting/Contracting</b>						
	Dirk Brazil	\$ 243,608.00	\$ 39,399.00	\$ 50,000.00	\$ 89,399.00	\$ (154,209.00)
	Consero Solutions	\$ 175,000.00	\$ 103,031.11	\$ 71,968.89	\$ 175,000.00	\$ -
	Alford Environmental	\$ 125,000.00	\$ 25,394.11	\$ 80,000.00	\$ 105,394.11	\$ (19,605.89)
	Tschudin Consulting	\$ 77,000.00	\$ -	\$ -	\$ -	\$ (77,000.00)
	ICF	\$ 82,000.00	\$ 69,444.21	\$ 50,000.00	\$ 119,444.21	\$ 37,444.21
	State/Federal Advocacy	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -
	Human Resources Firm	\$ 10,000.00	\$ -	\$ 5,000.00	\$ 5,000.00	\$ (5,000.00)
	Clerk and General Services Assistance	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -
	Real Estate Acquisition Assistance	\$ 61,500.00	\$ 4,215.00	\$ 57,285.00	\$ 61,500.00	\$ -
	Other Assistance	\$ 50,000.00	\$ 55,730.25	\$ 55,000.00	\$ 110,730.25	\$ 60,730.25
<b>Legal and Accounting</b>					\$ -	\$ -
	YHC Counsel	\$ 37,000.00	\$ 4,943.00	\$ 20,000.00	\$ 24,943.00	\$ (12,057.00)
	DFS/Audit Assistance	\$ 31,000.00	\$ -	\$ 15,000.00	\$ 15,000.00	\$ (16,000.00)
	Accountant /Bookkeeper	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -
	<b>TOTAL PROFESSIONAL SERVICES</b>	\$ 903,108.00	\$ 262,757.68	\$ 365,253.89	\$ 628,011.57	\$ (31,488.43)
<b>E. Real Estate Acquisition</b>		\$ 250,000.00	\$ -	\$ -	\$ -	\$ (250,000.00)
<b>F. Contingency Funds</b>		\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,262,788.00</b>	<b>\$ 308,710.27</b>	<b>\$ 410,212.24</b>	<b>\$ 718,922.51</b>	<b>\$ (300,257.49)</b>
<b>REVENUE LESS EXPENDITURES</b>		<b>\$ (457,438.00)</b>	<b>\$ (72,897.42)</b>	<b>\$ 19,787.76</b>	<b>\$ (53,109.66)</b>	
<b>2018-19 Fund Balance</b>		\$ 496,847.80	\$ 491,617.00	N/A	\$ 491,617.00	\$ -
<b>Permanent Reserve</b>		\$ 60,087.00	\$ 60,087.00	N/A	\$ -	-
<b>2019-20 Fund Balance</b>		\$ 99,496.80				

\*\*Staff provide an estimate in this column of the potential additions or reductions in revenue and expenditures relative to actual revenue and expenditures. This column allows staff to communicate expected upcoming changes that actual reporting does not reflect.

**Yolo Habitat Conservancy**  
**Revenue and Expenditure Summary Report: Mitigation Fee Fund**  
**Reporting Period: July 1-December 31, 2019**

<b>REVENUE</b>						
		<b>2018-19 Fund Balance</b>	<b>Adopted Budget (May 2019)</b>	<b>Actual through 12/31/19</b>	<b>Estimated Additional Over Actual**</b>	<b>Favorable (Unfavorable) Variance</b>
<b>A. LOANS</b>						
	Member Agency Loans	\$ -	\$ -	\$ -	\$ -	-\$ -
<b>B. MITIGATION FEES</b>						
	<b>Land Cover Fees</b>			\$ -		
	Administration	\$ (5,768.76)	\$ -	\$ 11,537.21		\$ 11,537.21 N/A
	Plan Preparation	\$ 9,538.63	\$ -	\$ 558.56		\$ 558.56 N/A
	Management & Monitoring	\$ 63,867.35	\$ -	\$ 3,739.92		\$ 3,739.92 N/A
	Reserve System Establishment	\$ 210,679.30	\$ -	\$ 12,336.88		\$ 12,336.88 N/A
	Contingency	\$ -	\$ -	\$ 3,448.50		\$ 3,448.50 N/A
	Pre-payment of mitigation fees	\$ 164,620.00	\$ 50,350.00	\$ 51,000.00	\$ -	-\$ 51,000.00 \$ 650.00
	<b>Wetlands Fees</b>					
	Natural Community Restoration	\$ -	\$ -	\$ 94,241.21		\$ 94,241.21 N/A
	<b>Total Land Cover and Wetlands Fees</b>	<b>\$ 442,936.52</b>	<b>\$ 300,350.00</b>	<b>\$ 176,862.28</b>	<b>\$ -</b>	<b>\$ 176,862.28 \$ (123,487.72)</b>
	Mitigation Credit Processing Fee	\$ -	\$ -	\$ -	\$ -	-\$ -
	<b>TOTAL REVENUE</b>	<b>\$ 442,936.52</b>	<b>\$ 300,350.00</b>	<b>\$ 176,862.28</b>	<b>\$ -</b>	<b>\$ 353,724.56 \$ (122,837.72)</b>
<b>EXPENDITURES</b>						
	<b>Land Cover Fees</b>					
	Administration			\$ 171,714.29		\$ 171,714.29
	Management & Monitoring		\$ -	\$ 6,241.50		\$ 6,241.50
	Reserve System Establishment		\$ -	\$ 31,900.00		\$ 31,900.00
	<b>Wetlands Fees</b>					\$ -
	Natural Community Restoration		\$ -	\$ 12,653.16		\$ 12,653.16
	<b>TOTAL</b>		\$ -	\$ 222,508.95		\$ 222,508.95
	<b>TOTAL EXPENDITURES</b>		<b>\$ 708,522.00</b>	<b>\$ 222,508.95</b>	<b>\$ -</b>	<b>\$ 222,508.95 \$ (331,815.28)</b>
<b>REVENUE LESS EXPENDITURES</b>			<b>\$ (408,172.00)</b>	<b>\$ (45,646.67)</b>	<b>\$ -</b>	<b>\$ 131,215.61</b>
<b>2018-19 Fund Balance</b>			\$ 435,413.92	\$ 442,936.52	\$ -	-\$ 442,936.52 \$ 7,522.60
<b>H. PERMANENT RESERVE</b>			\$ 60,087.00	\$ 60,087.00	\$ -	-\$ 60,087.00 \$ -
<b>2019-20 Fund Balance</b>			\$ 87,328.92	\$ 457,376.85	\$ -	-\$ 634,239.13 \$ 7,522.60

**Yolo Habitat Conservancy**  
**Revenue and Expenditure Summary Report: Grant Fund**  
**Reporting Period: July 1-December 31, 2019**

Descriptions		FY 18-19 Remaining Balance	Adopted Budget (May 2019)	Actual (through 12/31/19)	Estimated Additional Over Actual**	Total	Favorable (Unfavorable) Variance
<b>REVENUE</b>							
<b>A. GRANTS</b>							
	RCIS/Local Conservation Plan		\$ -	\$ -	\$ -	-\$ -	-\$ -
	CDFW Local Assistance Grant #1		\$ 12,000.00	\$ -	\$ -	-\$ -	-\$ (12,000.00)
	CDFW Local Assistance Grant #2		\$ 53,000.00	\$ -	\$ -	-\$ -	-\$ (53,000.00)
	WCB 2019 Implementation Grant		\$175,000.00	\$ -	\$ -	-\$ -	-\$ (175,000.00)
	Grants Not Yet Awarded		\$160,000.00	\$ -	\$ -	-\$ -	-\$ (160,000.00)
	<b>TOTAL REVENUE</b>		<b>\$400,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (400,000.00)</b>
<b>EXPENDITURES</b>							
	RCIS/Local Conservation Plan			\$ 2,780.00			
	CDFW Local Assistance Grant #1		\$ 12,000.00	\$ 10,610.00		\$ 10,610.00	\$ (1,390.00)
	Task 1: Project management	\$ 2,179.66		\$ 1,807.50	N/A	N/A	N/A
	Task 2: Baseline monitoring protocols	\$ 25,000.00		\$ 8,115.00	N/A	N/A	N/A
	Task 3: Data management & tracking system	\$ 11,995.86		\$ 512.50	N/A	N/A	N/A
	Task 4: Implementation handbook	\$ 1,015.44		\$ 175.00	N/A	N/A	N/A
	CDFW Local Assistance Grant #2		\$ 53,000.00	\$ 10,211.25		\$ 10,211.25	\$ (42,788.75)
	Task 1: Pre-acquisition site assessments	\$ 13,900.00		\$ 5,177.50	N/A	N/A	N/A
	Task 2: Pre-permit reserve land management plan	\$ 25,000.00		\$ 55.00	N/A	N/A	N/A
	Task 3: Enroll 3 pre-permit reserve land properties	\$ 25,000.00		\$ 1,906.25	N/A	N/A	N/A
	Task 4: Baseline monitoring surveys	\$ 25,000.00		\$ 1,320.00	N/A	N/A	N/A
	Task 5: Project management	\$ 3,000.00		\$ 1,752.50	N/A	N/A	N/A
	WCB 2019 Implementation Grant		\$175,000.00	\$ 69,485.50			
	Task 1: Grant administration	\$ 10,935.48		\$ 4,218.90	N/A	N/A	N/A
	Task 2: Data management & tracking	\$ 117,945.61		\$ 39,822.91	N/A	N/A	N/A
	Task 3: Public outreach	\$ 14,450.95		\$ 14,438.52	N/A	N/A	N/A
	Task 4: Reserve system resource development	\$ 66,132.50		\$ 11,005.17	N/A	N/A	N/A
	<b>TOTAL</b>			\$ 93,086.75			
<b>TOTAL EXPENDITURES</b>			<b>\$421,000.00</b>	<b>\$ 93,086.75</b>	<b>\$ -</b>	<b>\$ 93,086.75</b>	<b>\$ (327,913.25)</b>
<b>REVENUE LESS EXPENDITURES</b>			<b>\$ (21,000.00)</b>	<b>\$ (93,086.75)</b>	<b>\$ -</b>	<b>\$ (93,086.75)</b>	
2018-19 Fund Balance			\$ 15,000.00	\$ 12,900.13		\$ 12,900.13	\$ (2,099.87)
<b>2019-20 Fund Balance</b>			<b>\$ (6,000.00)</b>				



**Yolo Habitat Conservancy**  
**Revenue and Expenditure Summary Report: Other Revenue Fund**  
**Reporting Period: July 1-December 31, 2019**

<b>REVENUE</b>							
		2018-19 Fund Balance	Adopted Budget (May 2019)	Actual through 12/31/19	Estimated Additional Over Actual**	Total	Favorable (Unfavorable) Variance
<b>A. LANDOWNER /DEVELOPER CONTRIBUTIONS</b>							
	Peabody Ranch Landowner Contribution	\$ 6,250.00	\$ 5,000.00	\$ -		\$	\$ (5,000.00)
	Mace/Alhambra Contribution	\$ 35,265.71	\$ -	\$ -	\$	\$	\$ -
	<b>TOTAL LANDOWNER/DEVELOPER CONTRIBUTIONS</b>	\$ 41,515.71	\$ 5,000.00	\$ -	\$ -	\$ -	\$ (5,000.00)
<b>B. COST RECOVERY CONTRIBUTIONS</b>							
	ASB In-Lieu Cost Recovery Contribution	\$ 7,125.00	\$ 5,000.00	\$ -	\$	\$	\$ (5,000.00)
	PG&E Cost Recovery Contribution	\$ 535.00	\$ -	\$ 5,000.00	\$	\$ 5,000.00	\$ 5,000.00
	<b>TOTAL COST RECOVERY CONTRIBUTIONS</b>	\$ 7,660.00	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ (5,000.00)
<b>C. OTHER COST RECOVERY CONTRIBUTIONS</b>							
	Tule Ranch Contribution	\$ 9,670.00	\$ -	\$ -			
	Yocha Dehe Cost Recovery Contribution	\$ 3,743.75	\$ -	\$ -	\$	\$	\$ -
	Granite Cost Recovery Contribution	\$ -	\$ -	\$ 7,500.00		\$ 7,500.00	\$ 7,500.00
	SAFCA Lower Elkhorn Cost Recovery Contribution	\$ 16,132.24	\$ -	\$ -	\$	\$	\$ -
	<b>TOTAL OTHER COST RECOVERY CONTRIBUTIONS</b>	\$ 29,545.99	\$ 20,000.00	\$ 7,500.00	\$ -	\$ 7,500.00	\$ (12,500.00)
<b>D. OTHER FEES, DONATIONS, AND MISC. REVENUE</b>							
	Yocha Dehe SPE Charge	\$ -	\$	\$ 36,450.57		\$ 36,450.57	\$ 36,450.57
	Granite SPE Charge	\$ -	\$	\$ 10,000.00		\$ 10,000.00	
	<b>TOTAL OTHER FEES, DONATIONS, AND MISC. REVENUE</b>	\$ -	\$ 75,000.00	\$ 46,450.57		\$ 46,450.57	\$ (28,549.43)
	<b>TOTAL REVENUE</b>	\$ 78,721.70	\$ 105,000.00	\$ 58,950.57			
<b>EXPENDITURES</b>							
	Peabody Ranch Landowner Contribution		\$ -	\$ 3,825.00		\$ 3,825.00	\$ 3,825.00
	Tule Ranch Landowner Contribution		\$ -	\$ 102.50		\$ 102.50	\$ 102.50
	Mace/Alhambra Contribution		\$ -	\$ -		\$	\$ -
	ASB In-Lieu Cost Recovery Contribution		\$ -	\$ 3,947.57		\$ 3,947.57	\$ 3,947.57
	PG&E Cost Recovery Contribution		\$ -	\$ 400.00		\$ 400.00	\$ 400.00
	Yocha Dehe Cost Recovery Contribution		\$ -	\$ 16,934.14		\$ 16,934.14	\$ 16,934.14
	SAFCA Lower Elkhorn Cost Recovery Contribution		\$ -	\$ 6,054.75		\$ 6,054.75	\$ 6,054.75
	Granite Cost Recovery Contribution		\$ -	\$ 3,360.61		\$ 3,360.61	\$ 3,360.61
	<b>TOTAL</b>		\$ 149,266.00	\$ 34,624.57		\$ 34,624.57	\$ (114,641.43)
<b>TOTAL EXPENDITURES</b>			\$ 149,266.00	\$ 34,624.57	\$ -	\$ 34,624.57	\$ (114,641.43)
<b>REVENUE LESS EXPENDITURES</b>			\$ (44,266.00)	\$ 24,326.00	\$ -	\$ (34,624.57)	\$ 9,641.43
<b>2018-19 Fund Balance</b>			\$ 66,689.90	\$ -	\$	\$	\$ (66,689.90)
<b>2019-20 Fund Balance</b>			\$ 22,423.90	\$ 24,326.00	\$ -	\$ (34,624.57)	\$ (57,048.47)