

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION
1112 I Street, Suite #100
Sacramento, California 95814
(916) 874-6458

May 6, 2009

TO: Sacramento Local Agency Formation Commission
FROM: Peter Brundage, Executive Officer
RE: **FY 2009-10 Proposed Budget**

RECOMMENDATION

1. Adopt the attached Resolution approving the Proposed FY 2009-10 Budget.
2. Approve furloughs and COLA reductions consistent with respective City and County furlough policies, however, LAFCo should retain any savings to be used to fund FY 2010-11 Budget.
3. Direct the Executive Officer to schedule a Public Hearing on the FY 2009-10 Final Budget for June 3, 2009.

DISCUSSION

This report outlines the Proposed FY 2009-10 Proposed Budget based on best available information. LAFCo must adopt the Proposed Budget by May of each year and a Final Budget by June 15th. The Proposed Budget is based on an estimated Fund Balance by projecting Year-End expenditures and revenues. Every attempt is made to accurately estimate Fund Balance because it is used as a base funding source for the following year's budget.¹

The FY 2009-10 Proposed Budget is a *status quo budget*. Nominal cost increases represent Cost-of-Living Adjustments and/or increases in allocated costs paid by LAFCo for support services provided by County Departments. Salary and Benefit increases are based on policies and practices implemented by the County of Sacramento and City of Sacramento. These costs are determined by the respective agencies and LAFCo has no control over these cost increases.

¹ The final Fund Balance will not be available from the County Auditor until late July or early August. Staff will report back to the Commission in August or September after the Year-End Fund Balance is available to advise the Commission if any adjustments are required.

The Proposed Budget includes reductions to several of the Service and Supply Accounts as discussed in this report.

At the direction of the Commission, staff consistently makes every effort to comply with County of Sacramento and City of Sacramento Budget Policies that may be implemented in light of the current economic conditions.²

Also, I have negotiated with our contractor's and reached agreement to keep rates at or below current rates. The majority of work is performed on a fee-for-service basis i.e., LAFCo is charged only when their services are used. In addition, any costs that are related to specific projects are reimbursed by the project applicants.

Summary FY 2009-10 Proposed Budget

| | |
|--------------------------------------|---------------|
| Appropriations | \$1,601,250 |
| Funding Sources | |
| Arden Arcade Revenue (Proponents) | 121,811 |
| Project Revenues and Interest | 601,479 |
| Assessments | 686,500 |
| Fund Balance-General | 118,000 |
| Fund balance Betterment/Reserves | 16,215 |
| Fund Balance-Arden Arcade | <u>57,245</u> |
| Total Revenue and Assessments | \$1,601,250 |

Affected Agency Assessment

The proposed budget assumes no assessment increase. Total contributions from other affected agencies will remain at \$686,500, the same as the last two years. LAFCo's contribution from the cities, county, and special districts is \$228,833 for each category or 1/3 each. The cities and special districts allocation is calculated as a percentage of their revenue compared to the total revenue for their category. Consequently, individual assessments for each affected agency may vary from year to year, however, the 1/3 share in the amount of \$228,833 will not change next fiscal year. This calculation is pursuant to State law [GC 56381] and uses the most recent State Controller's Report for Cities and Special Districts to make the assessment allocation to each affected agency.

As previously discussed, it may be necessary to draw down General Reserves if Year End Fund Balance comes in less than estimated.

² Note: Proposed Salary and Benefit increases may be adjusted based on implementation of furlough and COLA adjustments.

Comments from Contributing Agencies

At the direction of the Commission the Draft FY 2009-10 Proposed Budget was distributed to LAFCo's Contributing Agencies. No comments have been received to date.

Issues to be Considered for Final Budget

Staff Furlough and COLA Adjustments

The County of Sacramento has implemented a mandatory furlough and COLA deferral for the FY 2009-10 Budget for all managers. As a County employee I may be required to comply with this policy, at the direction of the Commission. I have estimated that this could result in a cost savings of approximately \$6,000 (4.6 percent salary reduction) to the LAFCo operating budget. The contributing agencies share of this savings may be \$2,000 per category [1/3 each] since LAFCo is funded by the county, cities, and special districts.

Note: currently, the County furlough policy does not apply to the Commission Clerk position. If the County Board of Supervisors includes the Clerk classification in the furlough/COLA adjustment additional savings may be realized at the direction of the Commission. The Contributing Agencies FY share of any such savings could be \$1,000 for each category, as LAFCo is funded by the county, cities and independent special districts.

The City of Sacramento has also implemented a furlough program. The estimated savings for the Assistant Executive Officer position is \$4,000 (5 percent salary reduction) again at the direction of the Commission. The Contributing Agencies share of this estimated savings would be approximately \$1,300 for each category. [In light of the statutory funding formula the City of Sacramento could realize a savings of approximately \$650].

LAFCo has three full time employees. One furlough day per month equates to a total of 36 days or in essence one month of combined staff time. The proposed reduction could have a negative impact on projects and workloads. Project delays could likely occur during this period.

Total Estimated Furlough and COLA Adjustment

By statute, the Commission would be required to approve any overall budget reduction and should also adopt the furlough policies applicable to city and county employees.

| | |
|---------------------------------|-----------------|
| County Share: | \$4,300 |
| Special District Share: | \$4,300 |
| Cities Share: | <u>\$4,300</u> |
| Total Estimated Savings: | \$13,000 |

If the Commission approves salary and benefit reductions as currently proposed by the County of Sacramento and City of Sacramento, staff recommends that any savings be retained by your Commission to accrue to LAFCo and be applied towards the Year-End Fund Balance for FY 2009-10 for the FY 2010-11 Budget.

In the event the Commission desires to reduce the budget by the estimated savings and refund the savings to the Contributing Agencies, the savings would be allocated to the respective Contributing Agencies per statute.

Other Operating Efficiencies

Staff continues to review overall expenditures and evaluate all cost savings opportunities, including office lease rate and various County services such as security alarm and messenger services.

Summary of Reserves, Year End Fund Balance Estimate, Revenues and Expenditures for FY 2008-09

Fund Balance and General Reserves (6-30-08)

| | |
|--|------------------|
| Fund Balance (6-30-08) | \$350,000 |
| Less: General Reserves | <u>(100,000)</u> |
| Fund Balance (7-1-08) | 250,000 |
| Less: Fund Balance Designated for Arden Arcade | 57,245 |
| Less: Increase to General Reserve | <u>64,755</u> |
| Fund Balance (6-30-09) | \$128,000 |

Estimated Fund Balance (6-30-09)

| | |
|--|---------------|
| Fund Balance (Undesignated) | \$118,000 |
| Fund Balance (Designated for Arden Arcade) | <u>57,245</u> |
| Total Fund Balance (6-30-09) | \$175,245 |

On October 1, 2008, the Commission designated \$57,245 of the 6-30-08 Fund Balance to be designated for LAFCo’s remaining contribution to help fund the Arden Arcade Incorporation effort. The following table breaks down LAFCo’s contribution:

| | |
|------------------------------------|--------------|
| Balance of LAFCo Matching Funds | \$36,811 |
| LAFCo Share of Burr Adjustment | 5,174 |
| Proponent’s Cash Deposit-not spent | 7,630 |
| LAFCo Match of Proponent’s Deposit | <u>7,630</u> |
| Total Designated Fund Balance | \$57,245 |

General Reserves (6-30-09)

| | |
|-------------------|---------------|
| Balance (6-30-08) | \$100,000 |
| FY 08-09 Increase | <u>64,755</u> |
| Balance (6-30-09) | \$164,755 |

Currently, the Commission General Reserve Fund Balance is \$164,755. This amount has been set aside for unanticipated expenditures or revenue shortfalls and litigation. These funds cannot be spent without Commission approval. At this time, no change (increase or decrease) is recommended in the Reserve Account.

Estimated Year-End Fund Balance

The attached worksheet calculates year-end expenses and revenues based on available information. Year-end projections attempt to accurately reflect projected expenses and projected revenues during the next several months. Every effort has been made to make a realistic estimate. It is also consistent with prior year fund balances. However, the Final Fund Balance will not be available until late July, 2009. If the actual Fund Balance is lower than the estimate, it will be necessary to amend the Final Budget by either drawing down reserves or reducing expenditures. In the event Fund Balance is higher, the betterment should be used to increase Reserves.

The total year-end Fund Balance for June 30, 2009 is estimated to be \$175,245; the Unrestricted Fund Balance is estimated to be \$118,000 and the Restricted Fund Balance for Arden Arcade is \$57,245. The following table summarizes the estimated Fund Balance as of June 30, 2009:

| | |
|----------------------------------|-----------------|
| Estimated Year-End Fund Balance | \$175,245 |
| Set Aside for Incorporation | <u>(57,245)</u> |
| Estimated Available Fund Balance | \$118,000 |

FY 2009-10 Proposed Budget

No significant changes are proposed for the proposed base budget. Project revenue and project expenses are based on anticipated projects for FY 2009-10. The project costs are estimates and could change as would the revenue estimates when additional information becomes available.

The estimated Unrestricted Fund Balance does not provide sufficient funding to balance the budget. It appears that Fund Balance is short by \$16,251. I have made an adjustment to add a line item called Fund Balance Betterment/Reserves. This line item will be adjusted once the actual Fund Balance is available. If Unrestricted Year-End Fund Balance is greater than the estimate, then it will not be necessary to draw down Reserves

or further reduce expenditures to balance the budget. This adjustment would be made in August or September 2009.

Salary and Benefits

Salary and Benefits have increased based on COLA and equity adjustments pursuant to the County of Sacramento and City of Sacramento Personnel Budget Reports. Salary and Benefit adjustments require the approval of either the Sacramento City Council or County Board of Supervisors.

This account does not reflect any increase. The FY 2008-09 Final Budget contained a retroactive COLA and equity adjustment for the Assistant Executive Officer position which covered a two year period. Because the adjustment was for a two year period, it appears that this years COLA adjustments for staffing have been offset by the prior adjustment. This will need to be double checked and I will report back if this is not the case.

Service and Supply Accounts

It is estimated that service and supply accounts will decrease by approximately \$3,250 from last year's base budget largely attributable to the change in insurance carrier and reduced copier lease cost. The following table summarizes the increases and decreases in the Service and Supply accounts:

| | |
|---------------------|--------------|
| Liability Insurance | \$(6,000) |
| CALAFo Dues | 250 |
| Copier Lease | (3,000) |
| IT Support | 1,900 |
| Security Alarm | 100 |
| Office Lease | <u>3,500</u> |
| Total Net Decrease | \$(3,250) |

Contract Costs and Revenue

LAFCo contracts for legal, environmental and surveyor services. All contracts include both reimbursable and non-reimbursable expenses. The reimbursable expenses are related to project and/or applications. The non-reimbursable expenses do not relate to specific projects or applications and reflect the on-going costs of operating an independent LAFCo.

The following contract amounts represent non-reimbursable expenditures. These accounts have not increased in several years and remain the same as previous years. For example, legal expenditures may include charges for legal opinions that may be requested by Commissioners, general legal counsel advice, and information that is needed that is not related to a specific project.

| | <u>Non-Project</u> |
|------------------------|--------------------|
| Legal | \$60,000 |
| Environmental Services | 20,000 |
| Surveyor | <u>0</u> |
| Total Net Cost | \$80,000 |

Contingencies

The Proposed Budget recommends that \$25,000 be budgeted in contingencies to offset unanticipated expenses or revenue shortfalls that may occur during the budget year. This minimal amount remains unchanged from previous years. If it is not needed it is a savings that contributes to year-end carryover and Fund Balance.

Summary of Project Costs and Revenues

Arden Arcade Proposal: Estimated Costs and Revenue to Complete Studies

The following table summarizes the estimated and amended costs to complete the Arden Arcade Incorporation studies:

Amended Contracts to Complete the Arden Arcade Incorporation Studies

| | |
|--------------|------------------|
| EIR | \$70,685 |
| CFA | 90,000 |
| Legal | <u>17,836</u> |
| Total | \$178,521 |

Current Funding Sources

| | |
|--|------------------|
| Total Estimated Costs Remaining | \$178,521 |
| Current money on deposit including LAFCo match | (15,260) |
| Remaining LAFCo Match | (36,811) |
| LAFCo Share of Burr Adjustment | (5,174) |
| Proponents Payment Balance | <u>\$121,811</u> |
| Estimated Surplus | 535 |

Note: the estimated contract amounts *do not include any funding for contingencies*, contract amendments resulting from comments on the Draft EIR or CFA, filing fees, or

the preparation of a legal description. The proponents will be required to pay for these charges as they are incurred, in order maintain the project schedule.

Other Potential Projects

The following table highlights possible projects that will commence in the next fiscal year. The estimated cost of these projects will be entirely offset by revenue.

Estimated Project Costs

| | |
|------------------------------------|------------------|
| City of Elk Grove SOIA | \$150,000 |
| Sutter Pointe SOIA (SRCSD) | 60,000 |
| Natomas Joint SOIA | 70,000 |
| Galt SOIA | 60,000 |
| Camino Norte SOIA | 140,000 |
| Arden Arcade Incorporation Studies | 178,521 |
| Greenbriar Litigation | <u>101,479</u> |
| Total | \$760,000 |

Estimated Project Revenue

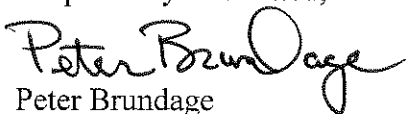
| | |
|-----------------------------------|------------------|
| Project Fees and Revenue | \$703,290 |
| Restricted Fund Balance (6-30-09) | <u>56,710</u> |
| Total | \$760,000 |

Conclusion and Recommendation

Based on the estimated year-end Fund Balance, the FY 2009-10 Proposed Budget does *not require any increase in the annual assessment*. The attached spreadsheets provide detailed information related to the Year-End Fund Balance estimate and the FY 2009-10 Proposed Budget. These spreadsheets show the appropriations, revenue, and fund balance by line item accounts.

I will report back in June if additional information becomes available that would require adjustments to the FY 2009-10 Proposed Budget.

Respectfully Submitted,



Peter Brundage
Executive Officer

PB

Attachment

(FY 2009-10 Proposed Budget May, 2009)

Government Code 56381 - Statutory Funding Formula and Budget Process

56381. (a) The commission shall adopt annually, following noticed public hearings, a proposed budget by May 1 and final budget by June 15. At a minimum, the proposed and final budget shall be equal to the budget adopted for the previous fiscal year unless the commission finds that reduced staffing or program costs will nevertheless allow the commission to fulfill the purposes and programs of this chapter. The commission shall transmit its proposed and final budgets to the board of supervisors, to each city, and to each independent special district.

(b) After public hearings, consideration of comments, and adoption of a final budget by the commission pursuant to subdivision (a), the auditor shall apportion the net operating expenses of a commission in the following manner:

(1) (A) In counties in which there is city and independent special district representation on the commission, the county, cities, and independent special districts shall each provide a one-third share of the commission's operational costs.

(B) The cities' share shall be apportioned in proportion to each city's total revenues, as reported in the most recent edition of the Cities Annual Report published by the Controller, as a percentage of the combined city revenues within a county, or by an alternative method approved by a majority of cities representing the majority of the combined cities' populations.

(C) The independent special districts' share shall be apportioned in proportion to each district's total revenues as a percentage of the combined total district revenues within a county. Except as provided in subparagraph (D), an independent special district's total revenue shall be calculated for non-enterprise activities as total revenues for general purpose transactions less revenue category aid from other governmental agencies and for enterprise activities as total operating and non-operating revenues less revenue category other governmental agencies, as reported in the most recent edition of the "Special Districts Annual Report" published by the Controller, or by an alternative method approved by a majority of the agencies, representing a majority of their combined populations. For the purposes of fulfilling the requirement of this section, a multicounty independent special district shall be required to pay its apportionment in its

principal county. It is the intent of the Legislature that no single district or class or type of district shall bear a disproportionate amount of the district share of costs.

(D) (i) For purposes of apportioning costs to a health care district formed pursuant to Division 23 (commencing with Section 32000) of the Health and Safety Code that operates a hospital, a health care district's share, except as provided in clauses (ii) and (iii), shall be apportioned in proportion to each district's net from operations as reported in the most recent edition of the hospital financial disclosure report form published by the Office of Statewide Health Planning and Development, as a percentage of the combined independent special districts' net operating revenues within a county.

(ii) A health care district for which net from operations is a negative number may not be apportioned any share of the commission's operational costs until the fiscal year following positive net from operations, as reported in the most recent edition of the hospital financial disclosure report form published by the Office of Statewide Health Planning and Development.

(iii) A health care district that has filed and is operating under public entity bankruptcy pursuant to federal bankruptcy law, shall not be apportioned any share of the commission's operational costs until the fiscal year following its discharge from bankruptcy.

(iv) As used in this subparagraph "net from operations" means total operating revenue less total operating expenses.

(E) Notwithstanding the requirements of subparagraph (C), the independent special districts' share may be apportioned by an alternative method approved by a majority of the districts, representing a majority of the combined populations. However, in no event shall an individual district's apportionment exceed the amount that would be calculated pursuant to subparagraphs

(C) and (D), or in excess of 50 percent of the total independent special districts' share, without the consent of that district.

(F) Notwithstanding the requirements of subparagraph (C), no independent special district shall be apportioned a share of more than 50 percent of the total independent special districts' share of the commission's operational costs, without the

consent of the district as otherwise provided in this section. In those counties in which a district's share is limited to 50 percent of the total independent special districts' share of the commission's operational costs, the share of the remaining districts shall be increased on a proportional basis so that the total amount for all districts equals the share apportioned by the auditor to independent special districts.

(2) In counties in which there is no independent special district representation on the commission, the county and its cities shall each provide a one-half share of the commission's operational costs. The cities' share shall be apportioned in the manner described in paragraph (1).

(3) In counties in which there are no cities, the county and its special districts shall each provide a one-half share of the commission's operational costs. The independent special districts' share shall be apportioned in the manner described for cities' apportionment in paragraph (1). If there is no independent special district representation on the commission, the county shall pay all of the commission's operational costs.

(4) Instead of determining apportionment pursuant to paragraph (1), (2), or (3), any alternative method of apportionment of the net operating expenses of the commission may be used if approved by a majority vote of each of the following: the board of supervisors; a majority of the cities representing a majority of the total population of cities in the county; and the independent special districts representing a majority of the combined total population of independent special districts in the county. However, in no event shall an individual district's apportionment exceed the amount that would be calculated pursuant to subparagraphs (C) and (D) of paragraph (1), or in excess of 50 percent of the total independent special districts' share, without the consent of that district.

(c) After apportioning the costs as required in subdivision (b), the auditor shall request payment from the board of supervisors and from each city and each independent special district no later than July 1 of each year for the amount that entity owes and the actual administrative costs incurred by the auditor in apportioning costs and requesting payment from each entity. If the county, a city, or an independent special district does not remit its required payment within 60 days, the commission may determine an appropriate method of

collecting the required payment, including a request to the auditor to collect an equivalent amount from the property tax, or any fee or eligible revenue owed to the county, city, or district. The auditor shall provide written notice to the county, city, or district prior to appropriating a share of the property tax or other revenue to the commission for the payment due the commission pursuant to this section. Any expenses incurred by the commission or the auditor in collecting late payments or successfully challenging nonpayment shall be added to the payment owed to the commission. Between the beginning of the fiscal year and the time the auditor receives payment from each affected city and district, the board of supervisors shall transmit funds to the commission sufficient to cover the first two months of the commission's operating expenses as specified by the commission. When the city and district payments are received by the commission, the county's portion of the commission's annual operating expenses shall be credited with funds already received from the county. If, at the end of the fiscal year, the commission has funds in excess of what it needs, the commission may retain those funds and calculate them into the following fiscal year's budget. If, during the fiscal year, the commission is without adequate funds to operate, the board of supervisors may loan the commission funds. The commission shall appropriate sufficient funds in its budget for the subsequent fiscal year to repay the loan.

56381.6. (a) Notwithstanding the provisions of Section 56381, for counties whose membership on the commission is established pursuant to Sections 56326, 56326.5, 56327, or 56328, the commission's annual operational costs shall be apportioned among the classes of public agencies that select members on the commission in proportion to the number of members selected by each class. The classes of public agencies that may be represented on the commission are the county, the cities, and independent special districts. Any alternative cost apportionment procedure may be adopted by the commission, subject to a majority affirmative vote of the commission that includes the affirmative vote of at least one of the members selected by the county, one of the members selected by the cities, and one of the members selected by districts, if special districts are represented on the commission.

(b) Allocation of costs among individual cities and independent special districts and remittance of payments shall be in accordance with the procedures of Section 56381.

Notwithstanding Section 56381, any city that has permanent membership on the commission pursuant to Sections 56326, 56326.5, 56327, or 56328 shall be apportioned the same percentage of the commission's annual operational costs as its permanent member bears to the total membership of the commission, excluding any public members selected by all the members. The balance of the cities' portion of the commission's annual operational costs shall be apportioned to the remaining cities in the county in accordance with the procedures of Section 56381.

Sacramento Local Agency Formation Commission

Proposed Budget FY 2009-10 (May, 2009)

Proposed Base Budget with Projects

| Acct | Description | Final Budget | Proposed Budget | Change |
|---|--|------------------|------------------|---------------------|
| | | 08-09 | 09-10 | Increase/(Decrease) |
| Salary and Benefit Accounts | | | | |
| 1000 | Total Salaries & Benefits | 465,000 | 465,000 | 0 |
| 1005 | Secretary Part time | 42,000 | 42,000 | 0 |
| 1124 | Commission Reimbursement | 9,000 | 9,000 | 0 |
| 1240 | Worker's Comp | 500 | 500 | 0 |
| 1250 | Unemployment | 0 | 0 | 0 |
| Total 1000's Account | | 516,500 | 516,500 | 0 |
| Service and Supply Accounts | | | | |
| 2005 | Advertising-public notice, meetings etc. | 7,500 | 7,500 | 0 |
| 2022 | Periodicals, Books, Subs | 2,000 | 2,000 | 0 |
| 2029 | Business & Conf Expenses | 12,000 | 12,000 | 0 |
| 2035 | Education/Training | 2,200 | 2,200 | 0 |
| 2039 | Employee Transportation | 200 | 200 | 0 |
| 2051 | Liability Insurance for Commission | 13,000 | 7,000 | (6,000) |
| 2061 | Membership CaLAFCo Dues | 7,000 | 7,250 | 250 |
| 2076 | Office Supplies | 8,000 | 8,000 | 0 |
| 2081 | Postage | 5,000 | 5,000 | 0 |
| 2275 | Rents/Leases Equipment-Copier | 21,000 | 18,000 | (3,000) |
| 2505 | Accounting/Audit Fees | 10,000 | 10,000 | 0 |
| 2531 | Legal Costs projects | 100,000 | 0 | (100,000) |
| 2531 | Legal-General | 60,000 | 60,000 | 0 |
| 2591 | Other Professional Services | 30,000 | 30,000 | 0 |
| 2591 | Incorporation Studies | 200,000 | 178,521 | (21,479) |
| 2591 | Misc Billable Project | 340,000 | 581,479 | 241,479 |
| 2911 | System Dev Sve Web & Desktop Suppo | 25,000 | 25,000 | 0 |
| 2912 | System Dev Sup Maintence | 1,500 | 1,500 | 0 |
| 2916 | WAN Wide Area Network | 2,500 | 4,400 | 1,900 |
| 2917 | Security Alarm Monitoring | 2,700 | 2,800 | 100 |
| 2921 | Printing Services/Duplication | 3,000 | 3,000 | 0 |
| 2923 | GS Messenger Services | 2,700 | 2,700 | 0 |
| 2926 | GS Stores | 1,000 | 1,000 | 0 |
| 2934 | P/W Charges | 8,000 | 8,000 | 0 |
| 2943 | Lease Facility Charges | 63,200 | 66,700 | 3,500 |
| 2987 | Telephone | 15,000 | 15,000 | 0 |
| 2990 | GS Other Dept Svc | 500 | 500 | 0 |
| Total 2000's Account | | 943,000 | 1,059,750 | 116,750 |
| 7900 | Contingency Base | 25,000 | 25,000 | 0 |
| 7901 | Contingency Surplus | | 0 | 0 |
| | General Purpose Reserve | | 0 | 0 |
| Total Contingency | | 25,000 | 25,000 | 0 |
| Total Appropriations and Contingency | | 1,484,500 | 1,601,250 | 116,750 |
| Less: Project Revenue-Variou | | | | |
| | | 15,000 | 15,000 | 0 |
| Revenue Reimbursement-Projects | | | | |
| | | 600,000 | 581,479 | (18,521) |
| Interest Earnings | | | | |
| | | 5,000 | 5,000 | 0 |
| Fund Balance/Carryover | | | | |
| | | 128,000 | 118,000 | (10,000) |
| Fund Balance restricted for Arden Arcade | | | | |
| | | 50,000 | 57,245 | 7,245 |
| Reserve or Fund Balance Betterment-Adjustment | | | | |
| | | | 16,215 | |
| Assessments from Contributing Agencies | | | | |
| | | 686,500 | 686,500 | 0 |
| Incorporation Revenue from Proponents | | | | |
| | | | 121,811 | 121,811 |
| Total Funding | | 1,484,500 | 1,601,250 | 116,750 |
| Estimated Surplus/Shortfall | | 0 | 0 | 0 |

RESOLUTION NO. LAFC 2009-05-0506-0000
THE SACRAMENTO LOCAL AGENCY FORMATION COMMISSION

RESOLUTION APPROVING THE
FISCAL YEAR 2009-10 PROPOSED BUDGET

WHEREAS, the Sacramento Local Agency Formation Commission has conducted a public hearing on May 6, 2009, during which all additions and deletions amending the Proposed Budget for Fiscal Year 2009-10 were considered and made, and

WHEREAS, IT IS HEREBY RESOLVED, in accordance with Government Code Section 56381, that the Proposed Budget for Fiscal Year 2009-10 is hereby adopted in accordance to the following:

| | | |
|-----|----------------------------------|--------------------------|
| (1) | Salaries and Employees Benefits | \$ 9,500 |
| (2) | Services and Supplies | \$1,566,750 ¹ |
| (3) | Other Charges | -0- |
| (4) | Fixed Assets | |
| | (A) Land | -0- |
| | (B) Structures and Improvements | -0- |
| | (C) Equipment | -0- |
| (5) | Expenditure Transfers | -0- |
| (6) | Contingencies | \$ 25,000 |
| (7) | Provision for Reserve Increases | \$ <u>0</u> |
| | TOTAL BUDGET REQUIREMENTS | \$1,601,250 |
| | TOTAL FUNDING | \$1,601,250 |

BE IT FURTHER RESOLVED that means of financing the expenditures program will be by monies derived from Revenue, Fund Balance Available, and Contributions from Affected Agencies in the amount of \$1,601,250

BE IT FURTHER RESOLVED that the Proposed Budget for FY 2009-10 be and is hereby adopted with the listed attachments which show in detail the approved appropriations subject to limitations attached hereto and by reference made a part hereof.

¹ Includes reimbursement to City and County of Sacramento for Reimbursements of Salary and Benefits for Executive Officer, Assistant Executive Officer and Commission Clerk.

ON A MOTION made by Commissioner _____, seconded by
Commissioner _____, the foregoing Resolution No. LAFC 2009-
05-0506-0000 was adopted by the **SACRAMENTO LOCAL AGENCY FORMATION**
COMMISSION on the date of _____, by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

Jimmie Yee, Chair
SACRAMENTO LOCAL AGENCY FORMATION COMMISSION

ATTEST:

Diane Thorpe
Commission Clerk

PB
(Reso 2009-05-0506-000)

Sacramento Local Agency Formation Commission

Proposed Budget FY 2009-10 (May, 2009)

Proposed Base Budget with Projects

| Acct | Description | Final Budget 08-09 | Proposed Budget 09-10 | Change Increase/(Decrease) |
|---|--|-----------------------|-----------------------------|-------------------------------|
| Salary and Benefit Accounts | | | | |
| 1000 | Total Salaries & Benefits | 465,000 | 465,000 | 0 |
| 1005 | Secretary Part time | 42,000 | 42,000 | 0 |
| 1124 | Commission Reimbursement | 9,000 | 9,000 | 0 |
| 1240 | Worker's Comp | 500 | 500 | 0 |
| 1250 | Unemployment | 0 | 0 | 0 |
| Total 1000's Account | | 516,500 | 516,500 | 0 |
| Service and Supply Accounts | | | | |
| 2005 | Advertising-public notice, meetings etc. | 7,500 | 7,500 | 0 |
| 2022 | Periodicals, Books, Subs | 2,000 | 2,000 | 0 |
| 2029 | Business & Conf Expenses | 12,000 | 12,000 | 0 |
| 2035 | Education/Training | 2,200 | 2,200 | 0 |
| 2039 | Employee Transportation | 200 | 200 | 0 |
| 2051 | Liability Insurance for Commission | 13,000 | 7,000 | (6,000) |
| 2061 | Membership CaLAFCo Dues | 7,000 | 7,250 | 250 |
| 2076 | Office Supplies | 8,000 | 8,000 | 0 |
| 2081 | Postage | 5,000 | 5,000 | 0 |
| 2275 | Rents/Leases Equipment-Copier | 21,000 | 18,000 | (3,000) |
| 2505 | Accounting/Audit Fees | 10,000 | 10,000 | 0 |
| 2531 | Legal Costs projects | 100,000 | 0 | (100,000) |
| 2531 | Legal-General | 60,000 | 60,000 | 0 |
| 2591 | Other Professional Services | 30,000 | 30,000 | 0 |
| 2591 | Incorporation Studies | 200,000 | 178,521 | (21,479) |
| 2591 | Misc Billable Project | 340,000 | 581,479 | 241,479 |
| 2911 | System Dev Sve Web & Desktop Suppo | 25,000 | 25,000 | 0 |
| 2912 | System Dev Sup Maintenance | 1,500 | 1,500 | 0 |
| 2916 | WAN Wide Area Network | 2,500 | 4,400 | 1,900 |
| 2917 | Security Alarm Monitoring | 2,700 | 2,800 | 100 |
| 2921 | Printing Services/Duplication | 3,000 | 3,000 | 0 |
| 2923 | GS Messenger Services | 2,700 | 2,700 | 0 |
| 2926 | GS Stores | 1,000 | 1,000 | 0 |
| 2934 | P/W Charges | 8,000 | 8,000 | 0 |
| 2943 | Lease Facility Charges | 63,200 | 66,700 | 3,500 |
| 2987 | Telephone | 15,000 | 15,000 | 0 |
| 2990 | GS Other Dept Svc | 500 | 500 | 0 |
| Total 2000's Account | | 943,000 | 1,059,750 | 116,750 |
| 7900 | Contingency Base | 25,000 | 25,000 | 0 |
| 7901 | Contingency Surplus | 0 | 0 | 0 |
| | General Purpose Reserve | 0 | 0 | 0 |
| Total Contingency | | 25,000 | 25,000 | 0 |
| Total Appropriations and Contingency | | 1,484,500 | 1,601,250 | 116,750 |
| Less: Project Revenue-Variou | | | | |
| | | 15,000 | 15,000 | 0 |
| Revenue Reimbursement-Projects | | | | |
| | | 600,000 | 581,479 | (18,521) |
| Interest Earnings | | | | |
| | | 5,000 | 5,000 | 0 |
| Fund Balance/Carryover | | | | |
| | | 128,000 | 118,000 | (10,000) |
| Fund Balance restricted for Arden Arcade | | | | |
| | | 50,000 | 57,245 | 7,245 |
| Reserve or Fund Balance Betterment-Adjustment | | | | |
| | | 0 | 16,215 | 16,215 |
| Assessments from Contributing Agencies | | | | |
| | | 686,500 | 686,500 | 0 |
| Incorporation Revenue from Proponents | | | | |
| | | 0 | 121,811 | 121,811 |
| Total Funding | | 1,484,500 | 1,601,250 | 116,750 |
| Estimated Surplus/Shortfall | | 0 | 0 | 0 |

