

SACRAMENTO LOCAL AGENCY FORMATION COMMISSION

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Sacramento, California 95814
(916) 874-6458*

August 5, 2009

TO: Sacramento Local Agency Formation Commission
FROM: Peter Brundage, Executive Officer *PB*
RE: Final Budget Fiscal Year 2009-10

RECOMMENDATION:

Receive and File FY 2009-10 Budget Report

DISCUSSION:

This report details Year End Fund Balance for FY 2008-09.

FY 2008-09 Year-End Fund Balance per the Auditor's Controller Office is \$205,022. The Reserve Balance is \$100,000 for a total Fund Balance and General Reserves in the amount of \$305,022.

I had estimated unrestricted FY 2008-09 Year-End Fund Balance to be \$118,000 (unrestricted), \$57,245 Year-End Fund Balance restricted for the Arden Arcade Proposed Incorporation. I had projected a Year-End fund Balance shortfall of \$16,215. This estimate resulted in a total FY 2008-09 Year-End Fund Balance in the amount of \$191,460. FY 2008-09 actual Year-End Fund Balance excluding General Reserves is \$205,022. This results in a FY 2008-09 betterment of \$13,562.

However, last year I reported that there was \$65,000 betterment in Fund Balance that could be transferred to General Reserves. Based on last minute budget projections I did not transfer these funds to General Reserves. Consequently, this improved FY 2008-09 Year-End Fund Balance by \$65,000.

FY 2008-09 Year-End Fund Balance Analysis

There are two contributing factors that account for the reduction of \$65,000 designated to be transferred to General Reserves. The net reduction to "reserves" is summarized in the following table:

Year-End FY 2007-08 Reserve Betterment	\$65,000
FY 2008-09 Fund Balance Betterment	<u>13,562</u>
Net Amount of "Reserves" Spent in FY 2008-09	\$51,438

<u>Description</u>	<u>Amount</u>
Project revenue not accrued	\$12,000
Back Equity and COLA Adjustment	<u>30,000</u>
Total Change to FY2007-08 Reserves	\$52,000

Explanation of Changed Estimates for FY 2008-09

Project Revenue Not Accrued:

I elected not to accrue \$12,000 in project revenue. Based on the current economic situation, I decided to transition to a more conservative budgeting approach. Also, in this situation, these revenues are related to pre-application expenditures. I do not have an application from the proponents nor an indemnity agreement and do not know when this application will be submitted. The chances are likely that this project will move forward but given the current market conditions, many projects are moving slower than anticipated. I have been told by the applicant that this amount will be paid. This will hopefully result in betterment for FY 2009-10 Year-End Fund Balance.

Back Equity and COLA Adjustments:

I was informed on July 8, 2009 that the City of Sacramento had not processed all of the Equity and COLA adjustments for the Assistant Executive Officer position. These adjustments were from multiple years. This is a one time expense for back pay adjustments and is not reoccurring.

General Reserves

The General Reserve Account has a balance of \$100,000 and it will be possible to transfer the Year-End Fund Balance betterment of \$13,562 to General Reserves. Also, in the event, that payment in the amount of \$12,000 is received for project revenue not accrued, this amount can be transferred to reserves for a total transfer of \$25,000.

FY 2009-10 General Reserves	\$125,000
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Conclusion

Staff continues to look for cost cutting measures and revenue opportunities. We are sensitive to the local budget issues impacting our contributing agencies and will continue to operate in a prudent and conservative manner. It will likely be necessary to draw down General Reserves next year to balance the FY 2010-11 Budget, however every effort will be made to improve this year's Fund Balance in order to maintain the reserves.

Library : ZSP County of Sacramento Reports
Report group: ZSC8 Balance sheet detail
Report name : ZFP4816E Trial Balance by Business Area

Data selected by: 1009726
Data selected on: 07/23/2009 14:03:49

Fiscal year : 2009
Period : 13 1. Special period
Business Area: 067A LOCAL AGENCY FORMATI

Balance Sheet Item	Beginning Balance	Period Debits	Period Credits	Ending Balance
* Cash in Treasury	356,962.91			356,962.91
* Imprest Cash	40.00			40.00
* Accounts Receivable				
* Inventory				
* Due from Other Funds Year End		3,709.00		3,709.00
* Accounts Receivable Year End		40,051.00		40,051.00
** Total Assets	357,002.91	43,760.00		400,762.91
* Sales Tax Due			1.15-	1.15-
* Warrants Payable	1,652.27-			1,652.27-
* Deposit Stale Warrants	407.50-			407.50-
* Claims payable			93,680.20-	93,680.20-
* Due to Others				
* Suspense Clearing				
* PayToll Clearing				
** Total Liabilities	2,059.77-	93,681.35-		95,741.12-
* Reserve Fund Balance	100,000.00-			100,000.00-
* Fund Balance	71,235.50-	45,038.00	178,824.29-	205,021.79-
* Revenues and Other Financing Sources	760,684.94-	804,444.94	43,760.00-	
* Expenditures/Expenses	755,801.59	93,681.35	849,482.94-	
* Estimated Revenue	1,306,500.00		1,306,500.00-	
* Appropriations	1,485,324.29-	1,485,324.29		
* Start of System Clearing				
** Total Equity & Other Accounts	354,943.14-	2,428,488.58	2,378,567.23-	305,021.79-
*** Total Liabilities & Equity + Other Accts	357,002.91-	2,428,488.58	2,472,248.58-	400,762.91-

Date: 07/23/2009
Time: 14:23:48
Period: 013
Year: 2009

Vendor	Vendor Name Cre Title Vendor	Doc ID	Pstg date Per	Reference	Check	Fund Center	Amount	Status
1859	JAMES A LONGJIN	1903648344	06/30/2009	6162009		4544540	119.56-	closed
		067A	013					
2295	MILLER OWEN & TROST	1903648349	06/30/2009	28099		4544540	7,572.50-	closed
		067A	013					
13750	NATIONAL BUSINESS FURNITURE	1903651795	06/30/2009	MX361377LES		4544540	254.41-	closed
		067A	013					
22645	ROBERT KILGNER	1903653884	06/30/2009	7012009		4544540	510.00-	closed
		067A	013					
26342	CITY OF SACRAMENTO	1903658185	06/30/2009	20021041		4544540	83,800.13-	closed
		067A	013					
28211	NEA OF CALIFORNIA INC	1903653923	06/30/2009	6897044		4544540	1,065.54-	closed
		067A	013					
42181	STAPLES CONTRACT & COMMERCIAL INC	1903654089	06/30/2009	96151981		4544540	240.45-	closed
		067A	013					
901287	FEIER G BRINDAGE	1903657210	06/30/2009	REIMBURSEMENT		4544540	90.42-	closed
		067A	013					
905768	DIPANE THORPE	1903657217	06/30/2009	REIMBURSEMENT		4544540	27.19-	closed
		067A	013					
Total Business Area 067A							93,680.20-	*

Date	Year	Per Document #	G/L Acct	BA	Fund Ctr	Cost Ctr	Amount	Text
06/30/2009	2009	013 1903648344	530200	067A	4544540	45444540000	1.15-	OTHER
Total Account Number 530200							1.15-	
06/30/2009	2009	013 106972007	1880000	067A	4544540		3,693.00	FY 2008/09 4th QTR INT
06/30/2009	2009	013 106972733	1880000	067A	4544540		16.00	FY 2008/09 4th QTR INT
Total Account Number 1880000							3,709.00	
06/30/2009	2009	013 106955687	1890000	067A	4544540		51.00	
06/30/2009	2009	013 106968844	1890000	067A	4544540		40,000.00	ACRUE PROJECT REVENUE
Total Account Number 1890000							40,051.00	
06/30/2009	2009	013 1903648344	5150000	067A			119.56-	*SAC LAFCO ?S 916-874-6458
06/30/2009	2009	013 1903648349	5150000	067A			7,572.50-	*SAC LAFCO ?S 916-874-6458 FILE: SA111
06/30/2009	2009	013 1903651795	5150000	067A			254.41-	*SLAFC ? 916-874-6458
06/30/2009	2009	013 1903653884	5150000	067A			510.00-	*WILTON FIRE PROTECTION ? 916-687-6920
06/30/2009	2009	013 1903653923	5150000	067A			1,065.54-	*WILTON FIRE PROTECTION CUST # 360243
06/30/2009	2009	013 1903654089	5150000	067A			240.45-	*SLAFC CUST # 11902900
06/30/2009	2009	013 1903657210	5150000	067A			90.42-	*SAC LOCAL AGENCY FORM COMM LUNCH
06/30/2009	2009	013 1903657217	5150000	067A			27.19-	*SAC LOCAL AGENCY FORM COMM
06/30/2009	2009	013 1903658185	5150000	067A			83,800.13-	*ATTACH SAC LOCAL AGENCY FORM COMM
Total Account Number 5150000							93,680.20-	
CLAIMS PAYABLE								
06/30/2009	2009	013 106979329	7400000	067A	9999999		178,824.29-	CLOSE BUDGETARY FUND BALANCE INTO RE FY2009
06/30/2009	2009	013 106980114	7400000	067A	9999999		45,038.00	close ie to fb
Total Account Number 7400000							133,786.29-	
FUND BALANCE UNRESERVED/UNDESIGN								
06/30/2009	2009	013 106980114	8010000	067A	9999999		804,444.94	close ie to fb
Total Account Number 8010000							804,444.94	
REVENUES AND OTHER FINANCING SOU								
06/30/2009	2009	013 106980114	8020000	067A	9999999		849,482.94-	close ie to fb
Total Account Number 8020000							849,482.94-	
EXPENDITURES (EXPENSES) AND OTHE								
06/30/2009	2009	013 106979329	8030000	067A	9999999		1,306,500.00-	CLOSE BUDGETARY FUND BALANCE INTO RE FY2009
Total Account Number 8030000							1,306,500.00-	
ESTIMATED REVENUES AND OTHER FIN								
06/30/2009	2009	013 106979329	8036000	067A	9999999		1,485,324.29	CLOSE BUDGETARY FUND BALANCE INTO RE FY2009
Total Account Number 8036000							1,485,324.29	
APPROPRIATIONS AND ESTIMATES OTH								
06/30/2009	2009	013 1903648344	20202200	067A	4544540	4544540000	1.15	SLS TAX ADJ
06/30/2009	2009	013 1903648344	20202200	067A	4544540	4544540000	119.56	BOOKS/PER SUB
Total Account Number 20202200							120.71	
BOOKS/PERIODICAL SUPPLY								
06/30/2009	2009	013 1903657210	20202900	067A	4544540	4544540000	90.42	BUS/CONF EXP
06/30/2009	2009	013 1903657217	20202900	067A	4544540	4544540000	27.19	BUS/CONF EXP
Total Account Number 20202900							117.61	
BUSINESS/CONFERENCE EXPENSE								
06/30/2009	2009	013 1903651795	20207600	067A	4544540	4544540000	254.41	OFFICE SUPPLIES
06/30/2009	2009	013 1903654089	20207600	067A	4544540	4544540000	240.45	OFFICE SUPPLIES

Date	Year	Per Document #	G/L Acct	BA	Fund Ctr	Cost Ctr	Amount	Text
Total Account Number	20207600		OFFICE SUPPLIES				494.86	
06/30/2009	2009	013 1903653923	20227500	067A	4544540	4544540000	1,065.54	RENT/LEASE EQUIPMENT
Total Account Number	20227500		RENT/LEASES EQUIPMENT				1,065.54	
06/30/2009	2009	013 1903648349	20253100	067A	4544540	4544540000	7,572.50	LEGAL SVCS
Total Account Number	20253100		LEGAL SERVICES				7,572.50	
06/30/2009	2009	013 1903653884	20259100	067A	4544540	4544540000	510.00	other prof services
06/30/2009	2009	013 1903658185	20259100	067A	4544540	4544540000	83,800.13	
Total Account Number	20259100		OTHER PROFESSIONAL SERVICES				84,310.13	
06/30/2009	2009	013 106972007	94941000	067A	4544540	4544540000	3,693.00-	FY 2008/09 4th QTR INT
06/30/2009	2009	013 106972733	94941000	067A	4544540	4544540000	16.00-	FY 2008/09 4th QTR INT
Total Account Number	94941000		INTEREST INCOME				3,709.00-	
06/30/2009	2009	013 106968844	96969900	067A	4544540	4544540000	40,000.00-	ACRUE PROJECT REVENUE
Total Account Number	96969900		SVC FEES OTHER				40,000.00-	
06/30/2009	2009	013 106955687	97979000	067A	4544540	4544540000	51.00-	
Total Account Number	97979000		MISCELLANEOUS OTHER REVENUES				51.00-	

Fund: 067A To Fund: 067A
 Funds Center: 4544540 To Funds Center: 4544540
 Commitment Item: 10000000 To Commitment Item: 99999999
 Budget Version: ENL Fiscal Year: 2009 From Period: 1 To Period: 13

Overview: W/O Structure w Header - Real Current data (07/24/2009 08:36:17)

Commitment Item Displayed in	YTD Budget 1 USD	Actual-R 1 USD	Actual-CO 1 USD	Actual 1 USD	Commitment 1 USD	Pending 1 USD	Available 1 USD	% Consumed 1
** SACI/EXPENDITUR COUNTY EXPENDIT	1,485,324	849,483	0	849,483	0	0	635,841	57
* SACI/10 SALARIES / BENEF	9,500	6,066	0	6,066	0	0	3,434	64
SACI/10111000 REGULAR EMPLOYEE	0	4,700	0	4,700	0	0	4,700	*/o
SACI/10112400 COMMITTEE MEMBE	9,000	0	0	0	0	0	9,000	0
SACI/10122000 OASDHI	500	1,366	0	1,366	0	0	866	273
* SACI/20 SERVICES & SUPP	1,450,824	843,417	0	843,417	0	0	607,407	58
SACI/20200500 ADVERTISING	7,500	324	0	324	0	0	7,176	4
SACI/20202200 BOOKS/PER SUP	2,000	1,087	0	1,087	0	0	913	54
SACI/20202900 BUS/CONFERENCE	12,000	15,641	0	15,641	0	0	3,641	130
SACI/20203500 ED/TRAINING SVC	2,200	865	0	865	0	0	1,335	39
SACI/20203900 EMP TRANSPORTAT	200	0	0	0	0	0	200	0
SACI/20205200 INS PREMIUM	13,000	14,196	0	14,196	0	0	1,196	109
SACI/20206100 MEMBERSHIP DUES	7,000	7,901	0	7,901	0	0	901	113
SACI/20207600 OFFICE SUPPLIES	8,000	3,446	0	3,446	0	0	4,554	43
SACI/20208100 POSTAL SVC	5,000	431	0	431	0	0	4,569	9
SACI/20220500 AUTO MAINT SVC	0	24	0	24	0	0	24	*/o
SACI/20227500 RENT/LEASE EQ	21,824	14,609	0	14,609	0	0	7,215	67
SACI/20250500 ACCOUNTING SVC	10,000	0	0	0	0	0	10,000	0
SACI/20253100 LEGAL SVC	160,000	158,806	0	158,806	0	0	1,194	99
SACI/20254100 PERSONNEL SVC	42,000	0	0	0	0	0	42,000	0
SACI/20259100 OTHER PROF SVC	1,035,000	529,659	0	529,659	0	0	505,341	51
SACI/20281200 DATA PROCESSING	0	535	0	535	0	0	535	*/o
SACI/20291100 SYSTEM DEV SVC	25,000	12,586	0	12,586	0	0	12,414	50
SACI/20291200 SYSTEM DEV SUP	1,500	730	0	730	0	0	770	49
SACI/20291500 COMPASS COSTS	2,500	0	0	0	0	0	2,500	0
SACI/20291700 ALARM SERVICES	2,700	2,187	0	2,187	0	0	513	81
SACI/20292100 GS PRINTING SVC	3,000	0	0	0	0	0	3,000	0
SACI/20292300 GS MESSENGER SV	2,700	2,682	0	2,682	0	0	18	99
SACI/20292600 GS STORE CHARGE	1,000	663	0	663	0	0	337	66
SACI/20293400 PUBLIC WORKS SV	8,000	0	0	0	0	0	8,000	0
SACI/20294300 LEASED PROP USE	63,200	63,958	0	63,958	0	0	758	101
SACI/20298700 TELEPHONE SVC	15,000	13,087	0	13,087	0	0	1,913	87
SACI/20299000 GS OTHER DEPT S	500	0	0	0	0	0	500	0
* SACI/79 APPR FOR CONTIN	25,000	0	0	0	0	0	25,000	0
SACI/79790100 CONTINGENCY APP	25,000	0	0	0	0	0	25,000	0
** SACI/REVENUE COUNTY REVENUE	1,306,500	804,445	0	804,445	0	0	502,055	62
* SACI/94 USE OF MONEY/PR	5,000	14,280	0	14,280	0	0	9,280	286
SACI/94941000 INTEREST INCOME	5,000	14,280	0	14,280	0	0	9,280	286
* SACI/96 CHARGES FOR SER	615,000	96,066	0	96,066	0	0	518,934	16
SACI/96969900 SVC FEES OTHER	615,000	96,066	0	96,066	0	0	518,934	16
* SACI/97 MISC REVENUE	686,500	693,871	0	693,871	0	0	7,371	101
SACI/97979000 MISC OTHER	686,500	693,871	0	693,871	0	0	7,371	101
* SACI/98 OTHER FINANCING	0	228	0	228	0	0	228	*/o
SACI/99999500 RESIDUAL EQ TRA	0	228	0	228	0	0	228	*/o

Fund: 067A To Fund: 067A
 Funds Center: 4544540 To Funds Center: 4544540
 Commitment Item: 10000000 To Commitment Item: 99999999
 Budget Version: FNL Fiscal Year: 2009 From Period: 1 To Period: 13

Overview: W/O Structure w Header - Real

Current data (07/24/2009 08:36:17)

Commitment Item Displayed in	YTD Budget 1 USD	Actual-R 1 USD	Actual-CO 1 USD	Actual 1 USD	Commitment 1 USD	Pending 1 USD	Available 1 USD	% Consumed
Total	178,824	45,038	0	45,038	0	0	133,786	25

