

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

October 5, 2011

TO: Sacramento Local Agency Formation Commission
FROM: Peter Brundage, Executive Officer
RE: **FY 2011-12 Amended Final Budget**

RECOMMENDATION

Adopt the attached Budget Resolution approving the FY 2011-12 Amended Final Budget with total Appropriations of \$1,227,000 and Revenue in the amount of \$1,455,833.

DISCUSSION

This report outlines the FY 2011-12 Amended Final Budget based actual Year-End Fund Balance.

The FY 2011-12 Amended Final Budget reflects an adjustment to revenue in the amount of \$228,833. The County of Sacramento share of cost for FY 2010-11 (last year) was not transferred to LAFCo in time to be reflected in the actual Year-End Fund Balance. This resulted in a negative Fund Balance in the amount of \$108,412 for FY 2010-11 rather than the estimated Year-End Fund Balance in the amount of \$120,500.

The Amended Final Budget increases revenue in the amount of \$228,833 to reflect payment of the County contribution for FY 2010-11 made in FY 2011-12. The Amended Final Budget Appropriations remain the same as adopted by the Commission on June 1, 2011.

This adjustment will reverse the negative actual Year-End Fund Balance summarized as follows:

Summary of Amended Final Budget Adjustments

FY 2010-11 Actual Year-End Fund Balance	\$108,412-
FY 2010-11 Assessment Revenue paid in FY 2011-12	<u>228,833</u>
Adjusted FY 2010-11 Fund Balance	\$120,421

Summary FY 2011-12 Amended Final Budget

Appropriations	\$1,227,000
Funding Sources	
Project Revenues	400,000
Assessments	686,500
FY 2010-11 Assessment	228,833
Fund Balance-General	120,500
Miscellaneous Project Revenue	15,000
Interest Earnings	<u>5,000</u>
Total Revenue and Assessments	\$1,455,833

FY 2010-11 Year-End Balance was estimated to be \$120,500. This results in an actual Year-End Fund Balance shortfall of \$79. Miscellaneous Revenue will be increased by \$79 in order to balance the FY 2011-12 Budget.

General Fund Reserves (6-30-11)

There is no change in the General Fund Reserves. Currently, the Commission General Reserve Fund Balance is \$220,933. This amount has been set aside for unanticipated expenditures, revenue shortfalls and/or litigation. These funds cannot be spent without Commission approval.

Balance (5-4-10)	\$113,562
Increase (9-1-10)	<u>107,371</u>
Reserve Balance (7-1-2011)	\$220,933

Conclusion and Recommendation

Based on these adjustments, the FY 2011-12 Amended Final Budget is balanced. Staff recommends that the Commission adopt the FY 2011-12 Amended Final Budget and transmit the Budget Resolution to the Auditor-Controller's Office.

Respectfully Submitted,


Peter Brundage
Executive Officer

Sacramento Local Agency Formation Commission

Amended Final Budget FY 2011-12 (October, 2011)

Base Budget with Projects

Acct	Description	Final Budget 10-11	Amended Final Budget 11-12	Change Increase/(Decrease)
Salary and Benefit Accounts				
1000	Total Salaries & Benefits	475,000	480,000	5,000
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		526,500	531,500	5,000
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	7,000	7,000	0
2061	Membership CaLAFCo Dues	7,250	7,250	0
2076	Office Supplies	8,000	8,000	0
2081	Postage	5,000	5,000	0
2275	Rents/Leases Equipment-Copier	18,000	18,000	0
2505	Accounting/Audit Fees	10,000	5,000	(5,000)
2531	Legal Costs projects	0	0	0
2531	Legal-General	60,000	60,000	0
2591	Other Professional Services	30,000	30,000	0
2591	Incorporation Studies	0	0	0
2591	Misc Billable Project	400,000	400,000	0
2910	County Wide IT Servcies	0	1,700	1,700
2911	System Dev Sve Web & Desktop Supp	25,000	17,000	(8,000)
2912	System Dev Sup Maintenance	1,000	500	(500)
2916	WAN Wide Area Network	4,200	4,500	300
2917	Security Alarm Monitoring	2,500	0	(2,500)
2921	Printing Services/Duplication	3,000	2,250	(750)
2923	GS Messenger Services	2,700	0	(2,700)
2926	GS Stores	1,000	1,000	0
2934	P/W Charges	8,000	7,400	(600)
2943	Lease Facility Charges	67,200	48,500	(18,700)
2987	Telephone	10,000	4,000	(6,000)
2990	GS Other Dept Svc	500	500	0
2995	County Allocated Costs	0	7,500	7,500
Total 2000's Account		694,250	659,000	(35,250)
7900	Contingency Base	25,000	36,500	11,500
7901	Contingency Surplus	0	0	0
	General Purpose Reserve	0	0	0
Total Contingency		25,000	36,500	11,500
Total Appropriations and Contingency		1,245,750	1,227,000	(18,750)
Less: Project Revenue-Variou				
		15,000	15,079	79
Revenue Reimbursement-Projects				
		400,000	400,000	0
Interest Earnings				
		5,000	5,000	0
Fund Balance/Carryover				
		118,000	(108,412)	(226,412)
Fund Balance restricted for Arden Arcade				
		0	0	0
Reserve or Fund Balance Betterment-Adjustment				
		0	0	0
Assessments from Contributing Agencies				
		686,500	915,333	228,833
Incorporation Revenue from Proponents				
		0	0	0
Total Funding		1,224,500	1,227,000	2,500
Estimated Surplus/Shortfall		(21,250)	0	21,250

RESOLUTION NO. LAFC 2011-15-1005-00-00

THE SACRAMENTO LOCAL AGENCY FORMATION COMMISSION

**RESOLUTION APPROVING THE
AMENDED FISCAL YEAR 2011-12 FINAL BUDGET**

WHEREAS, the Sacramento Local Agency Formation Commission has conducted a public hearing on October 5, 2011, amending the Final Budget for Fiscal Year 2011-2012 (FY 2011-12) were considered and made.

WHEREAS, in accordance with Government Code Section 56381, that the Amended Final Budget for FY 2011-12 is hereby adopted in accordance to the following:

(1)	Salaries and Employees Benefits	\$ 9,500
(2)	Services and Supplies	\$1,192,500 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	\$1,227,000
	TOTAL FUNDING	\$1,455,833

WHEREAS, the FY 2011-12 Budget is subject to any salary and benefit changes made by the County Board of Supervisors and Sacramento City Council during their budget deliberations. LAFCo contracts with City and County staff. These positions are subject to salary and benefits which are approved by the respective agencies;

WHEREAS, 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 \$1,455,833.

NOW THEREFOR, BE IT RESOLVED that the Amended Final Budget for FY 2011-12 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.

BE IT FURTHER RESOLVED that Resolution No. **L AFC 2011-15-1005-00-00** was adopted by the **SACRAMENTO LOCAL AGENCY FORMATION COMMISSION**, on the **5th day of October 2011** , by the following vote, to wit:

	Motion	2nd	Aye	No	Absent	Abstain
Christopher Tooker	_____	_____	_____	_____	_____	_____
Gay Jones	_____	_____	_____	_____	_____	_____
Charles Rose	_____	_____	_____	_____	_____	_____
Roberta MacGlashan	_____	_____	_____	_____	_____	_____
Robert Jankovitz	_____	_____	_____	_____	_____	_____
Jimmie Yee	_____	_____	_____	_____	_____	_____
Steve Cohn	_____	_____	_____	_____	_____	_____

Commission Vote Tally Aye _____ No _____ Absent _____ Abstain _____
 Passed Yes _____ No _____

By:

Gay Jones, Vice Chair
SACRAMENTO LOCAL AGENCY FORMATION COMMISSION

ATTEST:

Diane Thorpe
Commission Clerk