

DATE: May 2, 2008
TO: LAFCO Members
FROM: Peter Banning, Executive Officer
Candice Bozzard, Commission Clerk
SUBJECT: Fiscal Year 2008-09 Budget and Work Plan

Summary

The Commission opened the public hearing on its fiscal year 2008-09 Budget and Work Plan at its March 13, 2008 meeting. Under the Commission's policies and procedures, the public hearing will remain open until its May 8, 2008 hearing when the Commission will take final action to adopt its budget.

The preliminary budget proposal considered by the Commission on March 13th has been circulated to the County, cities and special districts for comment as well as posted on the LAFCO website. No comments have been received.

Proposed Changes

After further review since the March meeting, staff proposes minor changes to the draft budget. The previous draft budget allowed for merit increases for the Clerk and the Assistant Planner positions, however both are currently at top step and are no longer eligible for merit raises therefore decreasing other salary-related accounts except for Workers' Compensation which will increase slightly for the coming fiscal year. A small increase to the annual fee for web hosting/DSL charge has also been added on the advice of County staff. The specific changes to the previous draft budget are as follows:

Salaries (5110110): Decrease amount from \$199,209 to \$197,973 (- \$1236)

Retirement (5130510): Decrease amount from \$32,491 to \$32,298 (-\$193)

Fringe Benefits (5140125): Decrease amount from \$23,333 to \$23,296 (- \$37)

Workers' Comp (5110110): Increase amount from \$2,000 to \$2,300 (+ \$300)

Communication Services (5210715): Increase amount from \$12,000 to \$12,600 (+ \$600)

Projected Fund Balance

Expected application fee revenues in the current fiscal year are \$2,585 less than expected as of the date of this report. Total expenditures for the current fiscal year are projected to be approximately \$56,000 less than appropriated. The net effect will be an increase in the year-end fund balance to \$81,067, with \$19,500 appropriated in order to retain contributions of the County, cities and special districts at levels unchanged from last year. The appropriation from reserves will yield a net projected year-end fund balance of \$61,567.

Recommendation

Staff recommends that the Commission take the following actions:

1. Receive testimony on the Preliminary Budget.
2. Close the public hearing on the Commission's Budget for FY 2008-09.
3. Adopt the attached exhibits as the Commission's budget for Fiscal Year 2008-09 and direct staff to forward copies to the County Auditor and as otherwise directed by Government Code §56332, et seq.

Respectfully submitted,

Peter V. Banning
Executive Officer

Candice Bozzard
Clerk to the Commission