

Date March 6, 2009 Item No. 10

LOCAL AGENCY FORMATION COMMISSION
AGENDA PACKET CONTENTS LIST*

Consideration of DRAFT LAFCo Budget 2009-2010 Pursuant to Government Code Section 56381

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Exceeds 20 pages; see file to review
Available for review at City Hall, Room 244

Completed by: Victor Young Date: March 4, 2009

***This list reflects the explanatory documents provided**

San Francisco Local Agency Formation Commission

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TO: LAFCO Commissioners and Alternate Commissioner

FROM: Nancy C. Miller, Interim Executive Officer

DATE: March 6, 2009

SUBJECT: Item No. 10: Consideration of DRAFT LAFCo Budget
2009-2010 Pursuant to Government Code Section 56381

Attached is the proposed SF LAFCO Fiscal Year (FY) 2009-10 budget pursuant to Government Code Section 56381.¹

The FY 2009-10 budget for SF LAFCO reflects the same figures as the approved amended FY 2008-09 budget except where CALAFCO dues were increased and benefit increases of a total of \$2,342 increase and a slight \$341 decrease.

The Cortese-Knox-Hertzberg Act, Government Code Section 56381 requires that Local Agency Formation Commissions adopt a proposed budget by May 1 and a final budget by June 15. The final budget must, at a minimum, be equal to the budget adopted for the previous fiscal year unless the Commission deems otherwise.

It is to be noted that in the past we have requested the full statutory amount granted to LAFCo under Government Code Section 56381 and then determined based upon our reserves, how much to dedicate back to the CCSF General Fund. Based upon cost savings this year we would be able to fund up to

¹ "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." (Gov. Code § 56381.)

\$324,445 of our budget from reserves, and thus able to return to the CCSF up to \$324,445 to the General Fund. This is consistent with LAFCO's action in FY 2008-09.

RECOMMENDATION:

Staff requests the SF LAFCO to approve its FY 2009-10 budget at an amount of \$344,445.

Attachments

SAN FRANCISCO LOCAL AGENCY FORMATION COMMISSION (SF LAFCO)

| SF LAFCO | FY 2008/09 Budget | FY 2009/10 Budget | Change |
|---|-------------------|-------------------|----------------|
| Personnel | 58,975 | 58,634 | (\$341) |
| Benefits (System auto generated Fringes) | 16,140 | 17,278 | 1,138 |
| Services of other Departments | 28,392 | 28,392 | |
| Consultant Services | 220,541 | 220,541 | |
| Membership Dues – CALAFCO | 4,396 | 5,600 | 1,204 |
| Publications and Legal Notices | 1,500 | 1,500 | |
| Books and Publications | 1,000 | 1,000 | |
| Materials and Supplies | 1,500 | 1,500 | |
| Conferences/ Travel | 3,000 | 3,000 | |
| Records Management Storage | 1,000 | 1,000 | |
| Department of Telecommunications and Information Services (DTIS) | 6,000 | 6,000 | |
| TOTAL | \$ 342,444 | \$ 344,445 | \$2,001 |

SF LAFCo Special Fund Budget (Not General Funds and
Not apart of the Statutory Budget amount under Gov.
Code Section 56381)

CCA Advice and Monitoring Project
(Enterprise Funds from SFPUC)

700,000

**EXPLANATION FOR FY 2008-09
PROPOSED LAFCO BUDGET**

Salary and Benefits

This account is for the proposed stipend for the Executive Officer (currently not used) and salary and benefits for secretarial support. Also included are Commissioner stipends. The Controller may need to adjust the figures for salary, benefits and fringes for budget system calculations.

Services of Other Departments

This account will pay for other City and County staff support.

Legal and Consultant Services

This account provides for as needed outside consultant services for special projects, such as advising CCA costs, data collection legal services interim Executive Officer services and analysis. A separate category for the CCA reimbursement account from SFPUC is listed separately as it is not CCSF General Funds but is separate SFPUC enterprise funds.

Membership

This account will pay for membership of California Association of Local Agency Formation Commissions (CALAFCo). Dues have increased to \$5,600.

Publications/Legal Notices

This account reflects the cost of publishing and posting notices of LAFCO meetings and publishing public hearing notices in a newspaper of general circulation.

Books and Publications

This account provides for reference documents and subscriptions for periodicals.

Materials and Supplies

This account provides for office and meeting supplies and postage.

Conferences

This account provides for staff and Commissioners to attend CALAFCO conferences and/or workshops.

Records Management

This account provides for storage and maintenance of records.

Management Information Services

This account will pay the standard amount charged by Department of Telecommunications and Information Services (DTIS) for website maintenance and improvements.

Community Choice Aggregation Advice and Monitoring Project

As per SF County Board of Supervisors Ordinance No. 146-07 (see attached) the SF LAFCo has been designated as the entity to monitor and advise the Board on CCA implementation. A separate budget line item is