

Date: March 21, 2008

Item No. 5

**LOCAL AGENCY FORMATION COMMISSION
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Completed by: Linda Wong

Date: 3/18/08

***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 18, 2008
SUBJECT: Item No. 5: Consideration and Approval of LAFCo Budget
2008-2009 Pursuant to Government Code Section 56381

Attached is the proposed SF LAFCO Fiscal Year (FY) 2008-09 budget pursuant to Government Code Section 56381.

The FY 2008-09 budget for SF LAFCO reflects the same figures as the approved amended FY 2007-08 budget adopted in November 2007.

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.

RECOMMENDATION:

Staff requests the SF LAFCO to approve its FY 2008-09 budget at an amount of \$997,192.

Attachments

SAN FRANCISCO LOCAL AGENCY FORMATION COMMISSION (SF LAFCO)

SF LAFCO	FY 2008 YTD*	FY 2009 Budget
Personnel	1,500	26,075
Salary and Benefits (System auto generated Fringes)	70	3,788
Services of other Departments	2,679	28,392
Legal Services & Consultant Services	22,030	220,541
Membership Dues – CALAFCO	4,396	4,396
Publications and Legal Notices	0	1,500
Books and Publications	0	1,000
Materials and Supplies	324	1,500
Conferences	0	3,000
Records Management Storage	0	1,000
Department of Telecommunications and Information Services (DTIS)	1,475	6,000
CCA Advice and Monitoring Project	0	700,000
TOTAL	\$32,474	\$ 997,192

* As of February 29, 2008

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

Salary and Benefits

This account is for the proposed stipend for the Executive Officer and salary and benefits for secretarial support. 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 legal support and outside consultant services for special projects, such as CCA, data collection and analysis.

Commissioners' Stipend

This account will pay for a stipend of \$100 for each one-half day service.

Membership

This account will pay for membership of California Association of Local Agency Formation Commissions (CALAFCo).

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.