



BUTTE LOCAL AGENCY FORMATION COMMISSION

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May 6, 2014

County of Butte
City of Biggs
City of Chico
City of Gridley

City of Oroville
Town of Paradise
Special Districts
Special Districts Association

Re: Final Budget for FY 2014-15

To Whom It May Concern:

Pursuant to California Government Code §56381, attached is a copy of the Final Budget for FY 2014-15 adopted by the Butte Local Agency Formation Commission on May 1, 2014 by Resolution No. 26 2013/14.

Should you have any questions, please contact me via e-mail at jbroderson@buttecounty.net or by calling 538-3825, Monday through Friday, between 8:00 a.m. and 4:00 p.m.

Sincerely,

Jill Broderson
Management Analyst

Attachment

Butte Local Agency Formation Commission
Final Budget for FY 2014-15 - Adopted May 1, 2014 - Resolution No. 26 2013/14

| | | 2014-15 | | |
|------------------------------|-------------------------------------|-------------------|-----------------|-------------------|
| | | Budget | Special Project | Total |
| FUNDING SOURCES | | | | |
| 101001 | Fund Balance | 7,654.00 | - | 7,654.00 |
| 4410101 | Interest | 5,000.00 | - | 5,000.00 |
| 4547970 | County Funding | 251,423.00 | - | 251,423.00 |
| 4547971 | Cities Funding | 251,423.00 | - | 251,423.00 |
| 4547972 | Special Districts' Funding | 55,872.00 | - | 55,872.00 |
| 4617230 | Filing Fees | 35,000.00 | - | 35,000.00 |
| 4711308 | SOI Trust Fund Transfers | 21,638.00 | - | 21,638.00 |
| 4712523 | Miscellaneous | - | - | - |
| Total Funding Sources | | 628,010.00 | - | 628,010.00 |
| EXPENDITURES | | | | |
| 511 | Salaries & Wages | 304,612.00 | - | 304,612.00 |
| 518 | Employee Benefits | 138,411.00 | - | 138,411.00 |
| 523 | Communications | 3,902.00 | - | 3,902.00 |
| 526 | Household Expense | 750.00 | - | 750.00 |
| 527 | General Insurance | 4,096.00 | - | 4,096.00 |
| 528 | Compensation Insurance | 2,300.00 | - | 2,300.00 |
| 533 | Memberships | 4,167.00 | - | 4,167.00 |
| 535 | Office Expense | 6,313.00 | - | 6,313.00 |
| 536 | Professional & Specialized Services | 63,507.00 | - | 63,507.00 |
| 537 | Publications & Legal Notices | 1,900.00 | - | 1,900.00 |
| 538 | Rents & Leases - Buildings | 24,122.00 | - | 24,122.00 |
| 539 | Rents & Leases - Equipment | 300.00 | - | 300.00 |
| 541 | Special Departmental Expense | 3,500.00 | - | 3,500.00 |
| 542 | Data Processing | 6,680.00 | - | 6,680.00 |
| 543 | Transportation & Travel | 19,750.00 | - | 19,750.00 |
| 544 | Utilities | 3,700.00 | - | 3,700.00 |
| 580 | Appropriation for Contingencies | 30,000.00 | - | 30,000.00 |
| 101001 | Appropriation for Reserve | 10,000.00 | - | 10,000.00 |
| Total Expenditures | | 628,010.00 | - | 628,010.00 |

Proposed Final Budget Narrative for Fiscal Year 2014-2015

Adopted May 1, 2014 - Resolution No. 26 2013/14

Funding Sources:

101001 - Fund Balance **\$7,654**

4410101 - Interest Earned **\$5,000**

Interest income is accrued on treasury cash.

4547970; 4547971; 4547972 - Member Agency Funding **\$558,718**

Allocation and Proportionate Share of Funding Requirement:

4547970: County (45%) @ \$251,423
4547971: Cities (45%) @ \$251,423
4547972: Special Districts (10%) @ \$55,872

Calculations are prepared by the Butte County Auditor. Individual city shares are based on revenue as reported in the most recent edition of the Cities Annual Report published by the State Controller. Individual special district shares are based on revenues as reported in the most recent report of the "Financial Transactions Concerning Special Districts" published by the State Controller.

4617230 - Filing Fees **\$35,000**

Pursuant to the adopted Fee Schedule, application filing fees are charged to applicants for the processing of applications submitted for sphere of influence amendments, formations of special districts and changes of organization and reorganization. Application processing fees vary widely depending on the complexity of the action requested.

4711308 - Sphere of Influence Trust Fund Transfers **\$21,638**

Restricted monies held within the Sphere Trust Fund for the explicit purpose of funding Commission directed staff level review and maintenance of municipal service reviews and sphere of influence plans and related actions.

Expenditures:

511 - Salaries & Wages **\$304,612**

Salaries reflect base wages pursuant to the adopted Salary Plan.

518 - Employee Benefits **\$138,411**

CalPERS Retirement; ICMA Deferred Compensation & Medicare; State Unemployment Insurance, Employment Training & State Disability Insurance; Health, Dental & Vision; Employee Assistance Program; Cash Back; and Basic/Long Term Life Insurance.

523 - Communications **\$3,902**

County Communication Services (\$162); Monthly expense (\$2,900) and cell phone allowance (\$840).

526 - Household Expenses **\$750**

Toiletries, cleaning supplies, floor tile buffing and other household items.

527 - General Insurance **\$4,096**

Property and General Liability coverage, provided through Special District Risk Management Authority.

528 - Workers' Compensation Insurance **\$2,300**

Workers' Compensation and Employer's Liability coverage, provided through Special District Risk Management Authority.

533 - Memberships **\$4,167**

Memberships to professional organizations, including various publications and subscriptions that support staff development on current issues affecting the agency's responsibilities.

535 - Office Expense **\$6,313**

County General Services, i.e., copier, printing and postage (\$2,563); General offices supplies, including computer software upgrades (\$3,750).

536 - Professional & Specialized Services **\$63,507**

County Accounting Services (\$3,401); County Treasury Services (\$35); County Human Resources Services (\$13,500); and other annual professional services including legal counsel fees (\$24,000), GIS mapping services (\$15,000) and financial audit (\$7,571).

537 - Publications & Legal Notices **\$1,900**

Subscriptions and publishing of legal notices, as required by LAFCO Policies and State Law.

538 - Rents & Leases - Buildings **\$24,122**

Pursuant to H.D. Downer Business Center, LLC lease agreement.

539 - Rents & Leases - Equipment **\$300**

Office security system.

541 - Special Department Expense **\$3,500**

Website maintenance; professional development and training.

542 - Data Processing **\$6,680**

County Information Services.

543 - Transportation & Travel **\$19,750**

Attendance at conferences, meetings, trainings; CALAFCO participation and monthly vehicle allowances.

544 - Utilities

\$3,700

Electricity, natural gas, water, garbage disposal and landscaping.

Appropriations:

580 - Contingency

\$30,000

Unanticipated costs, i.e., budget shortfall coverage, special studies or legal fees.

797 - Reserve

\$10,000

Isolated funding for accrued leave liabilities and other post employment benefits.

**RESOLUTION ADOPTING THE
BUTTE LOCAL AGENCY FORMATION COMMISSION
FINAL BUDGET FOR FISCAL YEAR 2014/15**

WHEREAS, the Cortese-Knox-Hertzberg Act of 2000 requires that each LAFCO within the State of California adopt a budget pursuant to Government Code Section 56381(a); and

WHEREAS, the Butte Local Agency Formation Commission has heretofore approved a Proposed Budget for the Commission and held a duly noticed hearing thereon as required by law on April 3, 2014 for the purpose of developing a Final Budget for the Fiscal Year 2014/15; and

WHEREAS, the Proposed Fiscal Year 2014/15 Budget has been circulated to all affected agencies pursuant to Government Code Section 56381(a); and

WHEREAS, the Butte Local Agency Formation Commission has increased member agencies assessments by fifteen percent and hereby advises member agencies of the potential necessity to incrementally increase agency assessment rates in the fiscal years to follow in order for the Commission to achieve its expanding state mandated responsibilities; consistent with Government Code Section 56381; and

NOW, THEREFORE, BE IT RESOLVED by the Butte Local Agency Formation Commission, that the Proposed Budget is hereby adopted as the Final Budget for the Butte Local Agency Formation Commission; which:

1. Authorizes permanent employee furloughs by 10-15%; and
2. Authorizes a 2% cost of living adjustment (COLA) for Fiscal Year 2014/15 and amend adopted Salary Plan and Incentive Pay provisions of the Personal Policies.

BE IT FURTHER RESOLVED that aforementioned Final Budget for Fiscal Year is officially adopted and ordered to be circulated to all affected agencies pursuant to Government Code Section 56381(a); and

RESOLUTION NO. 26 2013/14

PASSED AND ADOPTED by the Butte Local Agency Formation Commission this 1st day of May 2014 by the following vote:

AYES: Commissioners Lotter, Duncan, Connelly, Lando, Lambert & Chair Leverenz

NOES: None

ABSENT: Commissioner Fichter

ABSTAINS: None



Carl Leverenz, Chair
Butte Local Agency Formation Commission

ATTEST:



Stephen Lucas, Executive Officer